



**Board of Trustees  
Minutes  
August 3, 2022**

The July 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 3, 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 12:04 PM and called attention to the public meeting laws that are posted in the meeting room.

Present:

**Board Members**

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

**KCHS Medical Staff**

Dr. Andy Craig, MD

**KCHS Staff**

Luke Poore, CEO  
Gavin Blum, CFO  
Kendra Brown, CNO  
Rebecca Cooke, COO  
Janell Shelton, Director of Primary Care  
Mark Klabunde, Director of Pharmacy  
Connie Jorgensen, Administrative Assistant

**County Board of Supervisors**

Brent Stewart (*Absent*)

**Others**

Cindy Ramsey (*Minden Courier*)

**II. Public Comments/Communication**

Luke Poore, CEO acknowledged a thank you note from the Gene Ryan Family.

**III. Approval of Minutes**

**Action Taken:** A motion was made by Stephen Olson to approve the meeting minutes of the regular meeting of June 29, 2022.

Motion carried.

**IV. Old Business**

None

**V. New Business**

1. **Chargemaster Review Proposal:** In the past years we have contracted with Lutz and Company for our Chargemaster review which we do about every three years which assures our pricing is competitive and same level as other hospitals are in the area. Last time KCHS did a review was in the spring of 2020. Lutz and Company have had some personnel changes therefore ruralMED came to mind to contract for the spring / summer 2023 review. Bryce Betke, CPA, FHFMA, former Rural Division Financial Officer for Bryan Health, will lead the review.

The Chargemaster Integrity Package includes:

- Individualized department education

- Review of CPT/HCPCS codes, revenue codes, modifiers and charge descriptions
- Strategic pricing analysis based on market data
- Recommendations for charge structure
- Professional fee service review
- Identify internal price discrepancies
- Review of pharmacy multipliers
- Validate CDM policies and procedures
- 360° Claims Audit
- Review of pricing transparency policy
- Analyze cost report and its relationship to the CDM
- Analyze revenue impact from proposed changes

For a full review the cost will be \$24,000 which is significantly less (\$10,000) than Lutz and Company.

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

2. Ultrasound/ECHO Proposal: Luke explained the higher volume of ultrasound services with the recruitment of new Radiology staff and introduced Jessica Landers, Radiology Director. She reported that the current Ultrasound system was purchased in 2014. Prior years they did 130 general scans but with echo, vascular and surgery services they are up to nearly 500 for the last fiscal year. So a decision was made to level up to a newer unit. After looking at Cannon, Samsung and Philips models they decided on the Philips Healthcare 101978 EPIQ Diagnostic Ultrasound System at a cost of \$115,066.90 which includes:
  - 42 months warranty versus traditional 1 year warranty
  - Multiple services such as General Ultrasound, Vascular Ultrasound, OR Nerve Blocks, and ECHO services.

The group decided to keep the 2014 model so one would always be available. Chairman McBride asked how often the current unit required maintenance. Jessica Landers replied very little if any as it did well for the volume we had.

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

## VI. Reports

1. Kearney County Medical Fund  
Luke Poore, CEO reported that the annual Golf Tournament held at Awarii Dunes, Axtell, brought in \$17,000 this year. Donations from the Tournament will assist in the purchase of the new Ultrasound Unit as advertised. For the Fund Committee, the focus will now shift towards providing Harvest Lunches at the area grain elevators, along with "Day of Giving" in November.
2. Financial /Statistical Report and Update
  - a. Statistical / Financial Report for June 2022 as reported by Gavin Blum, CFO. Gavin Blum made note to the Board of Trustees that effective July 1, 2022, Medicare reimbursement will again change.

BALANCE SHEET	JUNE	MAY
Total Current Assets	\$16,317,710	\$16,745,420
Net Capital Assets	\$12,198,478	\$12,304,330
Total Assets	\$28,516,188	\$29,049,750
Total Current Liabilities	\$2,137,743	\$2,219,569

Net Assets	\$23,512,831	\$23,813,496
Net Assets and Liabilities	\$28,516,188	\$29,049,750

PROFIT and LOSS STATEMENT	JUNE 22	BUDGET	YTD	COMMENTS
Net Operating Revenue	\$926,130	\$1,320,216	\$15,890,486	
Total Operating Expenses	\$1,306,259	\$1,149,329	14,575,587	6% over budget
Income (Loss) from Operations	\$(380,129)	\$170,887	\$1,314,899	
Net Earnings (Loss)	\$(300,665)	\$188,704	\$1,795,380	Rates change + 7/1/22
FINANCIAL INDICATORS	JUNE 2022	MAY 2022		
Days of Cash on Hand	339	406		
Days in Patient Accounts Receivables	48	52		53 days highest
Accounts Payable Register	\$1,382,917.34	\$968,499.40		Difference in 3 check runs done to end FY with Paylocity, supplies higher, insurance.

Chairman McBride asked about the total of the Cares Act money which Gavin thought was \$3.3 -4M. A discussion about a remaining amount of approximately \$100,000 is ongoing with the auditors.

STATISTICAL SUMMARY FOR JUNE 20222		
CATEGORY	STAT	COMMENT
X-Ray Procedures	206	4 <sup>th</sup> most ever
CT Scans	127	Most ever
Ultrasounds	20	Most this fiscal year
Vascular	103	2 <sup>nd</sup> Most this fiscal year
Physical Therapy	1,106	Most ever
Specialty Clinic Visits	200	Most ever. Finished with 1,931 (1,321 in 2021)
Clinic Visits	754	Finished with 9,177 (7,754 in 2021)
PROVIDERS		
Dr. Doug Althouse		Most Swing Bed Patients since 2021
Dr. Andy Craig		2 <sup>nd</sup> Most clinic visits since July 20
Renee Grams, APRN		2 <sup>nd</sup> Most clinic visits this fiscal year
RECORD YEARS		
Laboratory	34,803	Previous high was 30,026
X-Ray Procedures	2,273	Previous high was 2,066
CT Scans	1,339	Previous high was 982
Mammograms	349	Previous high was 282
Dexascans	122	Previous high was 104
Vascular	142	Previous high was 130
Nuclear Medicine	109	Previous high was 104
Outpatient Procedures	360	Previous high was 211
ER Visits	1,126	Previous high was 978
Specialty Clinic Visits	1,931	Previous high was 1,321

b. Bad Debt Report

June 2022	May 2022	FY Average 2022	FY Average 2021	FY Average 2020
\$25,727.61	\$34,274.47	\$36,040	\$43,982	\$40,840

With no questions from the Board members Gavin Blum, CFO concluded the Financial /Statistical Reports and Updates and Bad Debt report.

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

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

3. Monthly Quality Assurance Report

The monthly quality meeting was held on July 28, 2022.

In the absence of Kathy Middleswart, Kendra Brown, CNO gave the July Quality Assurance report. Departments reporting were:

DEPARTMENTS	FOCUS/TOPICS	Improvements/Issues
Radiology	Mammogram Stats, Critical Turnaround Times	
Business Office	Patient Admission Records	
Acute Care	Cerner Training, SommiTech Follow-Up Calls	Sleep Study Bed Mattress Uncomfortable
Clinic	HGB A1C within CMS guidelines; Follow-Up Visits	Return follow up visits improved
Infection Control	Contamination of Urine culture send outs; Handwashing Compliance	

The next meeting for the QA Committee is August 18, 2022.

**Action Taken:** A motion was made by Stephen Olson to accept the QA report as reported. The motion was seconded. Voting aye: Hanson, McBride, Olson, Stadler, and Dahlgren.  
Motion carried.

4. Ancillary Services Report

Rebecca Cooke, COO reviewed the Operations Report for July 2022. Rebecca started with an overview of the Outpatient Rehabilitation Program, commenting on discussion with Ross Oberg (Director of Rehabilitation), in which volume has continued to trend towards more consistent growth in higher numbers. Rebecca stated how she is hopeful we can continue to see growth moving towards the Fall season.

Rebecca Cooke also gave an overview on Senior Life Solutions and the progress made even in the absence of a permanent Program Director. Rebecca Cooke stated with Michelle Hansen, RN now hired, the program continues to do very well.

Rebecca Cooke also touched on marketing and advertising statistics provided in the board packet.

Lastly, Rebecca touched on Connie Linder (Director of Safety) giving notice of August 5, as her last day. Connie's duties were delegated to other areas including eight nurses who will take over CPR instructors. KCHS offers CPR to other local businesses and organizations.

Rebecca mentioned that we completed our performance staff reviews internally and will go into effect the next pay period.

Turnover Rates

Overall	YTD	Prior YTD 2021
1.7%	8.1%	8.5%

Hires

Position	Department	Status
Program Director RN	Senior Life Solutions	Full Time
2 Clinic Admissions Clerks	Rural Health Clinic	Full Time

#### Separations

Position	Department	Status
Clinic Admissions Clerk	Rural Health Clinic	Full Time

#### Recruiting

Position	Department	Status
RN or LPN	Acute ( <i>Night</i> )	Full time
Lab Tech or Phlebotomist	Laboratory	Full Time
LPN	Outpatient & Specialty Clinic	Full Time
Patient Care Technician	Acute	Full or Part Time
Housekeeper	Environmental Services	Full Time

#### Employment Numbers

Total Employees	Month	Full Time	Part Time/PRN	% FTE
117	June 22	87	30	91.4

Incident Reports for June were reviewed.

#### 5. CEO Report

##### a. Outpatient Services Updates

Cardiology – With the departure of Dr. Rejjal and Dr. John (NHI) our current Cardiologist are Dr. Netz (Pioneer Heart), Dr. Efstratiou (NHI) and Dr. Kosmicki (NHI) we will not be able to accommodate any new patient or follow-up visits until September and October. We are working to get another Cardiologist. In the meantime Amy Theesen, APRN (Grand Island NHI office) will begin coming to Minden for Cardiology outreach starting August 10.

Urology – The Cambridge Hospital wants to hold on to Urologist, Dr. Santa-Cruz before committing to Minden. The InReach Health group will begin looking other candidates. Superior and others in the area are looking for an urologist so we are hopeful to find other candidates.

##### b. Medical Staff Recruitment

UNMC Family Medicine Resident Dr. Shelby Liesemeyer started her rotation on August 1.

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

Cerner contracted Medsys (which recently employed a number of previous Cerner employees) to assist with new clients such as KCHS. Since we are one of the first clients to proceed under this arrangement holding Cerner’s responsibilities has been challenging. On the other had Hospitals signing on with Thrive have had some regrets. So we will keep moving forward.

##### d. Policies (*New/Revised*)

The following policies were submitted for Board approval. The policies were sent out to the Board members prior to the meeting for review.

- Obstetrical Emergency-Acute/Emergency Room (Revised)
- Nursing Clinical Ladder Program-Acute (New)
- Emergent Care Policy (RHC) –Rural Health Clinic (Revised)
- Blood Glucose Test-Rural Health Clinic (Revised)
- Clinic Hours and Location (RHC) –Rural Health Clinic (Revised)
- Drug and Biologicals (RHC) –Rural Health Clinic (Revised)
- Periodic Review/Annual Evaluation (RHC)-Acute (Revised)
- Confidentiality of Patient Information –Rural Health Clinic (Revised)

- Presence of Medical Provider during Clinic Hours (RHC)-Rural Health Clinic (Revised)
- Introduction of RHC-Rural Health Clinic (Revised)
- Nurse Practitioner Scope-Rural Health Clinic (New)
- Emergency Department Follow Up-Rural Health Clinic (New)
- Licensure and Credentialing (RHC)-Rural Health Clinic (Revised)
- Administration of Sample Medication- Rural Health Clinic (Revised)
- Physician Assistant Scope and Supervision 38-2047-Rural Health Clinic (New)
- Chest Pain (RHC)-Rural Health Clinic (New)
- Chronic Care Management – Rural Health Clinic (New)
- Acute Care Extra Shift Incentive- Acute (Revised)
- Cleaning of the Minden Medical Clinic-Clinic (Revised)

**Action Taken:** A motion was made by Jeff Hanson to approve the policies as provided by CEO, Luke Poore. The motion was seconded. Voting aye: Dahlgren, Hanson, McBride, Olson, and Stadler.

Motion carried.

#### 6. Medical Staff Report

Dr. Andy Craig representing the Medical Staff reported that volume is good in the clinic. Katie Odvody, PA is getting busier and mixing in quite well. Dr. Liesmeyer just started her clinic rotation but everyone feels she will be a good fit for KCHS. He voiced his appreciation for funds spent to get KCHS back to the way it was years ago and provide quality care. Dr. Schopp (orthopedics) and Dr. Schroeder (general surgery) have been excellent to work with. Stephen Olson asked about the effect of the Cardiologists availability on patients. Dr. Craig felt that the providers are explaining the situation to patients with understanding that it is not being overlooked. Dr. Craig informed the group that UNMC is talking about building a medical school in Kearney at UNK. In March Dr. Craig was asked to testify at the State Legislature for the appropriation of funds towards the plan. Funding was approved with costs divided between UNK and the State. The thought around the project is that if trained in a rural setting more likely to stay in rural setting. Pharmacy and other Allied Health professions will benefit too.

### VII. Other Business

None

### VIII. Executive Session

**Action Taken:** At 1:04 PM a motion was made by Stephen Olson to go into executive session for 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, and Rebecca Cooke.

**Action Taken:** A motion was made by Stephen Olson to come out of executive session at 1:45 PM. The motion was seconded. Voting aye: Stadler, Dahlgren, Olson, Hanson, and McBride.

Motion carried.

With no further business the meeting adjourned at 1:47 PM.

### IX. Other Comments/Communications

Date of the next monthly meeting is August 31, 2022 in the Functional Health Area beginning at noon.

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Dick McBride, Chairman

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Stephen Olson, Secretary