



Board of Trustees
MINUTES
June 30, 2021

The regular meeting of the Governing Board of Kearney County Health Services met in the Functional Health Room of Kearney County Health Services, 727 East First Street, Minden Nebraska, Wednesday, June 30, 2021.

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 under Board of Trustees. A Board Packet with an agenda of the meeting, minutes, and other pertinent information was e-mailed to each Board member prior to the meeting.

I. Call to Order and Roll Call

Chairman McBride called the meeting to order at 12:05 PM and called attention to the public meeting laws that are posted in the meeting room.

Present:

Robert Junk, RAD Architecture via Zoom

Board Members

Jeff Hanson

Stephen Olson

Sam Stadler

Dick McBride - Chairman

Clark Abrahamson

KCHS Medical Staff

Diane Jackson, APRN

KCHS Staff

Luke Poore, CEO

Gavin Blum, CFO

Rebecca Cooke, COO

Janell Shelton, Director of Primary Care

Kendra Brown, CNO

Kathy Middleswart, Director of Quality Assurance

Connie Jorgensen, Administrative Assistant

County Board of Supervisors

Brent Stewart

Others:

Joe Beckenhauer, Beckenhauer Construction

II. Public Comments/Communication

III. Approval of Minutes

After a review of the May 26, 2021 meeting Stephen Olson made a motion to approve the minutes. The motion was seconded. Voting aye: Stadler, Olson, McBride, Abrahamson, and Hanson. Motion carried.

IV. Old Business-None

V. New Business:

a. EHR- Gavin and Luke explained EMR options between CPSI, Centriq; CPSI Thrive; and Cerner Community Works. Areas of comparisons were location, monthly cost, 7 year cost and estimated travel costs for implementation. Other EHR companies considered were Meditech and Epic but were ruled out due to costs and user choices. KCHS Administration favored Cerner Community Works for several reasons: Located in Kansas City, more experience with CAH, Medical Staff and staff preference, and allows KCHS more templates of choice. After discussion a motion was made by Stephen Olson to contract with Cerner Community Works for our new EHR services. The motion was seconded. Voting aye: McBride, Olson, Abrahamson, Hanson and Stadler. Motion carried.

***VII. Other Business- Clinic Entrance Update:** Robert Junk, RAD Architecture spoke via Zoom that after another JEO

survey, the southernmost handicapped stall and the sidewalk that runs adjacent to the building to the south end of the new canopy exceeds the allowed cross slope to be in compliance with ADA regulations. To resolve the issue the parking stall could be moved to the north or remove and re-pour the concrete and some adjacent sidewalk in that area. Joe Beckenhauer said that after they received the JEO survey they had another survey done which reported the areas were constructed as designed by RAD architecture. Beckenhauer will review both surveys and determine what needs to be corrected. He added that it was not right to expect KCHS to risk the liability if not in compliance with ADA. When asked what would happen if the 2 surveys could not come to an agreement. Joe remarked that the Fire Marshall would be the one to judge that decision. Joe estimated that it would be 2 weeks or more depending on the weather to complete the demo and re-pour and another week to let the concrete set. Luke mentioned 3 or 4 other items that were on the punch list that needed to be completed as well. Mr. Beckenhauer left the meeting at 12:28.

New Business continued

b. Stryker Laparoscopic Equipment Proposal: A bid from Stryker Sales Corporation for \$5,951.13 for a new AIM HD Laparoscope was next on the agenda. Kylie Eckhart, Director of Surgery, briefed the Board on the requested laparoscope. Dr. Schroeder would prefer to have two scopes on site for safety precautions and is very willing to do as much surgery as possible at KCHS. The Stryker rep would give us a second scope to have available with the purchase of a new one. A motion was made by Clark Abrahamson to approve the Stryker proposal. The motion was seconded. Voting aye: McBride, Olson, Hanson, Abrahamson, and Stadler. Motion carried.

c. Amended Fiscal Year 2022 Budget: Last year when Luke Poore and Gavin Blum presented the KCHS Proposed Budget to the County Board of Supervisors the tax revenue was approved for \$400,000/year, as years prior. The Board of Supervisors approved that budget with the understanding that it would not exceed \$400,000 and funds would be used for capital improvement involved with strategic planning moving forward. At June's 2021 meeting with the Board of Supervisors, the proposed property tax revenue was budgeted again at \$400,000. Brent Stewart, Board of Supervisors Chairman, and KCHS liaison to KCHS, told the group Senior members of the Board of Supervisors felt that the intention of the \$400,000 was to get KCHS out of the red and now, that KCHS has had significant financial growth the County Board felt it was KCHS year to lessen the tax load and a motion was made to cut the \$400,000 request by 50% to \$200,000 a year. Discussion ensued. At the end of discussion several points were made including, the County Board's intention was not to make the reduced amount perpetual, and that more communication between the two Boards would be helpful and for KCHS to budget for future projects the tax revenue will be paramount. A motion was made by Jeff Hanson to approve the proposed budget with the understanding that KCHS could request more revenue in the years to come. The motion was seconded. Voting aye: Olson, Hanson, Abrahamson, Stadler, McBride. Motion carried.

d. KCHS Retirement Plan Proposal: The current Retirement Plan has been in effect since 1997. Administration felt it was beneficial for recruitment and retention to look at alternative plans. Plans were brought forward from Ameritas, (Hastings) Horace Mann, (Minden) and Principal & NW Mutual (Lincoln). After discussion it was recommended by KCHS Administration to contract with Ameritas because of offering Fiduciary Responsibility and other options. Board members felt that the decision could come from KCHS Administration and did not make a motion or vote.

VI. Reports

a. Kearney County Medical Fund

Luke reported that the Annual Golf Tournament this year was well attended. A couple of sponsorships promises have not been received. Total donations will be given at the July meeting.

b. Financial / Statistical Report

Gavin Blum, CFO gave the following reports for May 2021:

<i>Balance Sheet</i>	<i>Current Year</i>	<i>YTD</i>
<i>Cash and Cash equivalents</i>	<i>\$10,520,434</i>	<i>\$10,156,140</i>
<i>Total Current Assets</i>	<i>\$14,539,346</i>	<i>\$14,357,101</i>

Net Capital Assets	\$12,014,963	\$12,054,226
Total Assets	\$26,554,309	\$26,611,328
Total Current Liabilities	\$2,937,462	\$6,167,926
Total Net Assets & Liabilities	\$26,554,309	\$26,411,328

Profit and Loss Statement	May	Budget Amt	YTD
Clinic Revenue	150,663	166,666	1,782,087
Gross Patient Service Revenue	1,351,276	1,214,712	14,981,415
Net Patient Service Revenue	880,473	1,070,254	11,615,505
Other Operating Revenue	102,602	125,000	1,094,029
Total Operating Expenses	1,105,685	1,045,503	11,798,581
Income (loss) from Operations	(106,735)	149,751	1,029,431
Net Earnings (Loss)	1,388,256	189,775	4,488,868

Financial Indicators	May	April
Days of Cash on Hand	371	360
Days in Patient Accounts Receivables	52	54
Accounts Payable Register	932,125.20	2,670,598.98

Statistics	May	April
Acute+ Swing Bed + Medicare +Observation Days	68	92
Lab Procedures	2173	2631
Radiology +CT+MRI+Vascular+Nuc Med	318	349
Physical Therapy	1052	1064
Cardiac Rehab	58	58
Out Patient Surgery	10	47
Specialty Clinic Visits	98	126
ER Visits	82	70
Total Minden Clinic Visits+ Nurse Visits+ Telehealth visits	666	765
Senior Life Solutions Units	209	109

c. Bad Debt Report

Bad Debt	May	FY Average 2020	FY Average 2019
	\$42,817.04	\$40,840	\$30,391

A motion was made by Stephen Olson to approve the Financial/Statistical report. The motion was seconded. Motion carried. Voting aye: McBride, Hanson, Olson, Stadler and Abrahamson. The motion was seconded. Motion carried. A motion was made by Sam Stadler to approve the bad debt report. The motion was seconded. Voting aye: Stadler, McBride, Olson, Hanson and Abrahamson.

d. Ancillary Services Report: Highlights of the Ancillary Report by Rebecca Cooke, COO were as follows:

- Dustin Schoneberg, RDCS, with Heart Sounds Imaging to provide echocardiogram services and potentially Vascular Ultrasound services instead of NHI.
- The computer board in the mammography machine no longer functional. (Purchased in 2001). No parts are available. Jessica Landers, Radiology Director, has purchase quotes from Hologic and Siemens and will doing site visits to demo machines. Options at this time are to purchase a new machine or go into a lease option and wait for grant funding through Helmsley Charitable Trust grant.
- Physical Therapy units have increased from January (803) to May (1,052) and average outpatient treatments per day from 7.05 to 14.45.
- Senior Life Solutions search for a RN Program Director continue. An interim Director will start on-site July 5th. Current patient enrollment is 10 and 209 billable units.
- Other positions currently recruiting RN or LPN Night Nurse on acute, Housekeeper, and a Therapist in SLS. Turnover rates YTD are 3.8%. Total employees 108.

e. Monthly QA Report:

Kathy Middleswart, shared the meeting minutes of the June 17th QA meeting. Details included Infection Control measures, Antimicrobial Stewardship chart review and department reports from Lab, Maintenance, Pharmacy, Materials Management, Risk Management, Physical Therapy and Acute Care.

f. CEO Reports, Updates, and Policy Approvals:

Chief Executive Report given by Luke Poore briefed the group on Outpatient Services. Dr. Caleb Schroeder, independent practice from the Hastings area will continue our General Surgery Program after the departure of Dr. Melissa Stade. Jon Blecha will be offering auditory tube and tonsillectomy surgeries at KCHS. Rural Partners in Medicine, RPM, continues to help us in establishing a urology clinic. Polices were sent out in the Board Packets for approval involving Human Resources and HIPAA. A motion was made by Clark Abrahamson to approve the polices and QA report as reported. The motion was seconded. Voting aye: Abrahamson, Stadler, McBride, Olson, and Hanson. Motion carried.

g. Medical Staff Report: Diane Jackson, APRN representing the Medical Staff, reported no problems or concerns. Luke made recognition of Diane's covering the clinic and ER so some of the Medical Staff could take part in the KCHS Golf Tournament.

VIII. Executive Session

At 1:32 pm, a motion was made by Stephen Olson to go into executive session for Credentials and Bad Debt issues. The motion was seconded. Voting aye: Stadler, Olson, Abrahamson, McBride and Hanson. Motion carried. Other staff left the meeting except Janell Shelton, Luke Poore, and Gavin Blum. At 1:44 pm, a motion was made by Clark Abrahamson to come out of executive session. The motion was seconded. Voting aye: Stadler, Abrahamson, Olson, Hanson and McBride. Motion carried.

Out of Executive Session/Action Taken

A motion was made by Clark Abrahamson to approve the Credentials and Charity Care as presented to the Board and are listed below. The motion was seconded. Voting aye: Olson, Stadler, Abrahamson, Hanson and McBride. Motion carried. Clark Abrahamson made a motion to approve the Credentials as presented by Janell Shelton, Clinic Director. The motion was seconded. Voting aye: McBride, Stadler, Abrahamson, and Hanson. Motion carried.

Name	Title	Scope of Practice	Appointment	Reappointment	Active Staff	Consulting Staff	Affiliate Staff	Locums	Affiliation
Kirby Knuth	MD	Cardiology	X			X			Nebraska Heart-Kearney
Ning Zhang	MD	Radiology	X			x			Grand Island Radiology Associates
John Anub	MBBS	Cardiology		X		X			Nebraska Heart -Kearney
Christopher Soucek	CRNA	Anesthesia		X			X		Kearney Anesthesia Associates
Daniel Moos	CRNA	Anesthesia		X			X		Kearney Anesthesia Associates

With no further business the meeting was declared adjourned at 1:44 PM.

IX. Other Comments/Communications:

Date of the next monthly meeting is **July 28, 2021** in the Functional Health Area.

Chairman

Secretary

POLICIES (Revised)-for approval June 2021

Backup Restore-HIPAA (Revised)

Backup Storage-HIPAA (Revised)

Background Checks and Post Offer Employment-Human Resources (Revised)

Hiring, Promotions, and Transfers-Human Resources