



**Board of Trustees
Minutes
June 26, 2024**

The May 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, June 26, 2024. 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 emailed to each board member prior to the meeting.

I. Call to Order and Roll Call

Chairman Dahlgren called the meeting to order at 12:00 PM and called attention to the Public Meeting Laws that are posted in the meeting room.

Present:

Board Members

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

KCHS Staff

Luke Poore, CEO
Gavin Blum, CFO
Kendra Brown, CNO
Danielle Morgan, Director of QA/IC
Mark Klabunde, Director of Pharmacy Services
Rebecca Cooke, COO
Janell Shelton, Director of Primary Care
Anita Wragge, Marketing/Outreach Coordinator
Sarah Halkyard, Director of Radiology
Kylee Eckhardt, Director of Surgery
Renee Grams, APRN

County Board of Commissioners

Brent Stewart, County Liaison

Others

None

II. Public Comments/Communication

Luke Poore, CEO, mentioned thank-you notes from the Axtell Cheerleaders, Judy Anderson and a staff thank you for a funeral arrangement.

III. Approval of Minutes

Action Taken: A motion was made by Sam Stadler to approve the May 29, 2024 meeting minutes. The motion was seconded.

Voting Aye: McBride, Olson, Stadler, Dahlgren, Hanson
Motion Carried.

IV. Old Business

1. Chemistry Analyzer Interface

Luke Poore gave an update—engagement should officially happen this month, with a go-live of tentatively in September.

2. Stryker LifePak 15 Defibrillator
The Defibrillator is in-house in Kendra Brown's office. She is working on testing. It will be in service soon.

V. New Business

1. 340B Retail Pharmacy Contract Amendment
Luke brought the Amendment to Pharmacy Services Agreement between Kearney County Health Services and LT Pedley Drug forward. The biggest thing that changed in the contract was the \$21 per qualified 340B prescriptions went into effect on May 1st

Action Taken: Stephen Olson made the motion to approve the amendment. The motion was seconded.

Voting Aye: Dahlgren, McBride, Olson, Stadler

Abstaining: Hanson

Motion Carried

2. CT Scanner Proposal
Sarah Halkyard, Director of Radiology presented two quotes for new CT Scanners. Quotes from Siemens and GE were presented. Sarah indicated that her preference was the GE Scanner, stating the main reason being that new technology can be added to the GE machine as it becomes available without replacing the actual machine. This option was not possible on the Siemens. Discussion on construction costs also took place.

Action Taken: After discussion a motion was made by Jeff Hanson to approve the purchase of the GE CT Scanner. The motion was seconded.

Voting Aye; Hanson, McBride, Olson, Stadler, Dahlgren

Motion Carried

3. IT Equipment Room HVAC Proposal
A proposal was brought forward to install a mini-split in the IT Room in the basement. It is a confined space with electronics, increasing heat. It was stated that during a recent outage it was proven that even during a small failure, damage could occur. A quote from Rutt's was presented.

Action Taken: A motion was made by Sam Stadler to approve Rutt's quote for a Mini Split for the IT Room. The motion was seconded.

Voting Aye; McBride, Olson, Stadler, Dahlgren, Hanson

Motion Carried

4. Laboratory Refrigerator Proposal
A proposal was brought forward to replace a failing lab refrigerator that is not holding temperature. A proposal from Cash-Wa to replace the unit was shared with the board. Other options were looked into, but were cost-prohibitive.

Action Taken: A motion was made by Stephen Olson to approve the replacement unit proposal from CashWa. The motion was seconded

Voting Aye; Olson, Stadler, Dahlgren, Hanson, McBride

Motion Carried

5. Stryker Ortho Set Proposal

Kylee Eckhardt, Director of surgery brought forward a proposal to purchase a set of Stryker Orthopedics Power Tools. We've always had three sets of tools. That will be changing as our third set was loaned to us. That loaned set will no longer be offered by the end of June. We currently own two sets of Stryker System 8 tools. That system will be sunsetting June 30th. The proposal was made to purchase the third set before that date. Benefits of purchasing the System 8 include the fact that batteries and chargers can be used across all sets and having the same sets will make surgeries more seamless.

Action Taken: A motion was made by Jeff Hanson to approve the purchase of the Stryker System 8 Orthopedic Power Tools. The motion was seconded.

Voting Aye; Stadler, Dahlgren, Hanson, McBride, Olson
Motion Carried

VI. Reports

1. Kearney County Medical Fund

Luke Poore updated the group on the June 7th KCHS Annual Golf Tournament, reporting 27 teams and 36 sponsors. The tournament earned gross proceeds of \$23,000.

2. Financial/Statistical Reports and Update

Balance Sheet	May 2024	April 2024
Cash and Cash Equivalents	5,870,408	6,746,793
Total Current Assets	20,439,803	20,378,832
Net Capital Assets	13,226,696	13,364,685
Total Assets	33,666,499	33,743,517
Total Current Liabilities	1,219,789	1,432,459
Total Liabilities	4,570,221	4,617,342
Net Assets	27,876,490	27,693,716
Net Assets and Liabilities	33,666,499	33,743,517

Statement of Profit & Loss	May 2024	Budget	YTD
Net Operating Revenue	1,479,270	1,524,833	15,287,842
Total Operating Expenses	1,471,827	1,448,623	14,660,171
Income (Loss) from Operations	7,422	76,211	627,671
Non-Operating Revenue	175,332	42,875	584,545
Net Earnings (Loss)	182,774	119,086	1,215,165

Profitability Indicators	October 2023	November 2023	December 2023	January 2024	February 2024	March 2024	April 2024	May 2024
Days of Cash on Hand	353	379	352	402	356	405	363	389
Days in Patient AR (Gross)	49	47	49	49	51	54	62	58
Costs Per Day								
Clinic	6,820	6,949	9,547	7,128	6,956	6,850	9,854	7,371
Hospital	37,654	35,011	35,672	33,834	39,318	64,329	35,422	35,241

Statistical Summary	Statistic
SB Days	35 Least since August 2022
Acute Days	29 2 nd Most Since January 2022
CT Scans	130 5 th Most All Time
MRI Scans	10 7 th Most All Time
ER Visits	105 3 rd Most This Fiscal Year

Specialty Clinic Visits	139	On Track for 1,810 (1,781 in 2023)
Clinic Visits	6652	On Track for 8,710 (8,810 in 2023)
Providers		
Cade Craig, MD	140	3 rd most monthly clinic visits since Oct 2023
Jordan Kohtz, APRN	29	Most ER visits since August 2023
Doug Wulf, APRN	35	Most ER visits he's ever done

Accounts Payable Register (Gross)	May 2024
3 Payrolls & 3 Check Runs	1,434,019.83

	Bad Debt Analysis			
May 2024	April 2024	March 2024	Fiscal Year Average (Current)	Fiscal Year Average (2023 Fiscal Year)
33,908.39	39,518.99	69,694.31	43,000	48,000

Action Taken: A motion was made by Stephen Olson to approve the Financial and Statistical Report. The motion was seconded.

Voting Aye: Dahlgren, Stadler, McBride, Olson, Hanson
 Motion Carried

3. Quality Assurance Report

Danielle Morgan (Director of QA/IC) reported on the Quality Assurance meeting held on June 24, 2024. The following departments reported:

- Lab
 Finishing up their project monitoring and collecting data on contaminated urines from the ED. Results are much improved and now they are only monitoring. Lab is currently in process of creating a written lab A plan in Policy Tech.
- Environmental Services
 Quality project remains in progress
- Maintenance
 Current project is tracking work orders and making sure they're completed in a certain amount of time.
- Pharmacy
 Project tracking and monitoring bar code scanning on acute/OBS/swingbed patients has come to an end. Monthly scanning reports will continue to be looked at. Current project is to monitor override medication being taken out in the Pyxis. Anesthesia is making they are documenting appropriately and timely on all surgical and procedure cases.
- Swingbed
 Current project is looking at CAH Swing Bed Report
- Material Management
 Current project is starting the Value Analysis Committee. The committee discusses products and looks at cost comparisons and usefulness. Another project is tracking expired supplies with a goal of having less than 1% of supplies expire.
- Restorix Wound Care

Tracking different wound classes, days to heal, patient satisfaction, patient safety and readiness and documentation.

- Informatics
Tracking use of the video monitor system on acute including virtual visits. Training with staff has been completed.
- Surgery
Tracking follow ups for complications after OR procedures. Also following up with patients post colonoscopy with needs for future follow up/procedure.

Danielle reported that they held a meeting for water management. That project will start quarterly. We will begin reporting antimicrobial usage data to NHSN, which will be a requirement in 2025. We met all 7 elements of NHSN antimicrobial stewardship. 90% of our staff received flu shots. The EDC report averaged at 98% for 1Q2024. Our Quality Scorecard for 1Q2024 looks really good. Our Critical Access Annual Review was completed- medical staff bylaws need to be addressed.

Action Taken: A motion was made by Dick McBride to approve the Quality Assurance Report
The motion was seconded.

Voting Aye: McBride, Olson, Stadler, Dahlgren, Hanson
Motion Carried.

4. Ancillary Services Report

Rebecca Cooke (COO) reviewed the Operations Report for June 2024. Rebecca started with the Senior Life Solutions Department, touching on the current program enrollment which currently has six (6) patients.

Rebecca also reviewed some marketing data from her report as well as Human Resources as it relates to recruitment and termination.

Rebecca reported that our Rater8 overall response rate is 19.41% of patients responding. KCHS has earned an overall 4.8 stars out of 5, with 893 total ratings. She also reported that KCHS has a Google rating of 4.9 out of 5.

Hires

Position	Department	Status
Admissions Clerk	Clinic	Full Time
Admissions Clerk	Clinic	Full Time

Separations

Position	Department	Status
Physical Therapy Admissions	Physical Therapy	Full Time
Laundry Aide	Environ Services	Part Time
Physician Assistant	Emergency Department	Part Time
RN (PRN)	Acute	PRN

Recruiting

Position	Department	Status
RN (Nights)	Acute	Full/Part-Time
APRN or PA	Emergency Room	Full-Time
LPN	Clinic	Full Time

Turnover Rates

May 2024	FYTD	Prior FYTD
2.2%	6.8%	3.2%

Employment Numbers

May 2024	Total	Full-Time	Part-Time/PRN	FTEs
	137	91	43	105.57

Safety/Risk Incident reports were reported and shared with the Board of Trustees

5. CEO Report

a. Outpatient Services

Urology - Dr. Dagenais has been confirmed to begin coming to Minden on the 1st and 3rd Tuesdays beginning in August 2024. Equipment and capital Purchases are being reviewed in anticipation of his start.

Family Medicine - Dr. Andy Craig, MD received the Nebraska Rural Health Association’s Outstanding Rural Health Practitioner Award. The Outstanding Rural Health Practitioner Award recognizes an individual who is a direct service provider and who provides direct patient care such as physicians, nurses, physician assistants, nurse practitioners and others.

Orthopedics - Continuing to sort through orthopedic options to further augment coverage. Waiting to hear from inReach now on this front, since we wrapped up Urology this week and have a confirmed start.

b. Cerner “Community Works” Program

The “Chargemaster Review” engagement with Cerner is slated to begin in late July. A conference call will be held in the next week between KCHS involved staff, Cerner and ruralMed personnel that have been assisting with some interim billing needs, but the same personnel from ruralMed that identified many of the build issues from Cerner implementation during the chargemaster review conducted in 2023.

c. Policies For Board Approval

- Swing Bed Services Form/Notice – Acute (*Revised*)
- Patient/Family Education Form/Notice – Acute (*Revised*)
- GLP-1/GIP Medications Protocol (Pre-Surgery) – Surgery (*New*)
- Drug & Biologicals – Clinic (*Revised*)
- Combative Person – Safety (*Revised*)
- Bomb Threat – Emergency Preparedness/Safety (*Revised*)
- KCHS Rapid Discharge Plan for Staff – Facility Wide (*New*)

- Rapid Discharge Plan for Emergency Preparedness – Facility Wide (*New*)
- Password Management – HIPAA (*Revised*)
- Outpatient Services – Acute/Outpatient (*Revised*)
- Radiology Business Continuity Plan – Emergency Preparedness/Radiology (*Revised*)
- Acute Care Extra Shift Incentive – Acute/Human Resources (*Revised*)
- Radiology Disaster Procedure – Emergency Preparedness/Radiology (*Revised*)
- Ergonomics – Safety/Human Resources (*Revised*)
- Parking Policy – Safety/Human Resources (*Revised*)
- Hazard Communication – Safety (*Revised*)
- Body Mechanics – Safety/Human Resources (*Revised*)
- Ordering Supplies (Creating a Requisition in Power Chart) – Materials Management (*New*)
- Decoration & Furnishings Within the Facility – Safety/Infection Control (*New*)
- Patient Grievance Policy & Procedure – Acute (*Revised*)
- Evaluation of Surgical Patients by Anesthesia – Surgery (*Revised*)
- Communications Plan – Emergency Preparedness/Safety (*Revised*)
- KCHS Lockdown All-Staff – Emergency Preparedness (*Revised*)
- KCHS Lockdown (Incident Command & Emergency Preparedness) Emergency Preparedness – (*Revised*)
- Language and Effective Communication Access – Corporate Compliance (*New*)

Action Taken: A motion was made by Stephen Olson to approve the policies as presented by Luke Poore, CEO. The motion was seconded.

Voting Aye: Stadler, Dahlgren, Hanson, McBride, Olson
Motion Carried.

6. Medical Staff Report

Renee Grams, APRN reported that we continue the search for another ER Provider. Continuing to have Nurse Practitioner Students. She reported that Dr. Liesemeyer will be able to have students starting this fall.

VII. Executive Session

Action Taken: A motion was made at 12:48 PM by Dick McBride to enter into executive session for Credentials, Charity and Personnel. The motion was seconded.

Voting Aye: Hanson, McBride, Olson, Stadler, Dahlgren
Motion Carried.

Other staff left the meeting except Luke Poore, Gavin Blum, Janell Shelton and Rebecca Cooke.

End of Executive Session: at 12:59 PM, a motion was made by Stephen Olson to end Executive Session.

Voting Aye: Hanson, Olson, McBride, Stadler, Dahlgren

The below applications were submitted for appointment, reappointment or termination to the KCHS Medical Staff by Janell Shelton, Clinic Office Director.

Name	Title	Scope of Practice	Appoint	Reappoint	Term	Active Staff	Consulting Staff	Affiliate Staff	Locums Staff	Affiliation
Jacob Fleecs	MD	Radiology	X				X			Grand Island Radiology

Oded Greenberg	MD	Radiology	X				X			Grand Island Radiology
Jon Steinhauer	MD	Pathology	X				X			Pathology Medical Services
Phillip Vornhagen	CRNA	Anesthesia	X				X			Kearney Anesthesia
Colin Thompson	MD	Radiology		X			X			Grand Island Radiology
David Lin	MD	Radiology		X			X			Plains Radiology
Diane Jackson	APRN	Family Medicine/ED		X		X		X		Kearney County Health Services
Cory Allard	DO	Pathology		X			X			Pathology Medical Services
Lauren Murer	MD	Pathology		X			X			Pathology Medical Services
Aaron Benner	MD	Radiology		X			X			Kearney Radiology
Robert Heyd	MD	Radiology		X			X			Kearney Radiology
Joseph Vavricek	MD	Radiology		X			X			Grand Island Radiology
Amy Theesen	APRN	Cardiology		X			X			CHI Health Clinic
Abby Gallagher	APRN	Pulmonology		X			X			Hastings Pulmonary & Sleep

Action Taken: A motion was made by Stephen Olson to approve the Credential Report. The motion was seconded.

Voting Aye: Hanson, McBride, Olson, Stadler, Dahlgren
Motion Carried.

VIII. Other Comments/Communications

Next meeting will be Wednesday, July 31, 2024 at Noon in the Functional Health Meeting Room.

IX. Adjournment

The meeting Adjourned at 1:00 PM.

AJ Dahlgren, Chairman

Stephen Olson, Secretary