



Board of Trustees
MINUTES
MARCH 31, 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, March 31, 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 Dick McBride 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

Jeff Hanson
Stephen Olson
Sam Stadler
Dick McBride-Chairman
Clark Abrahamson-Absent

County Board of Supervisors

Brent Stewart-Absent

Others

Joe Beckenhauer, Beckenhauer Construction
Cindy Ramsey – Minden Courier
Robert Junk, Rad. Architecture

KCHS Medical Staff

Andy Craig, MD

KCHS Staff

Luke Poore, CEO
Gavin Blum, CFO
Rebecca Cooke, Dir of Professional Services
Janell Shelton, Clinic Director
Kendra Brown, CNO-Acute Care
Mark Klabunde, RP
Kathy Middleswart, RN-Quality Assurance Director
Connie Jorgensen, Administrative Assistant
Lenny Ginder, Plant/Maintenance Director

II. Public Comments/Communication

Letter of gratitude were read from the Minden Post Prom Committee for donation given for 2021 Prom and Connie Linder, KCHS Safety director for the plant given to her at her mother's funeral. A thank you from the LaVern Johnson family for the book, Lift Up Thine Eyes. The Kearney County Sheriff's Office sent a thank you to KCHS for our donation to the Safety Pup program. Luke also mentioned the overwhelming thank you to KCHS from the public for arranging the Covid 19 vaccination program at the Kearney County 4-H building.

III. Approval of Minutes

After a review of the February 24th meeting and Special Meeting March 4, 2021, Steve Olson made a motion to approve the minutes. The motion was seconded. Voting aye: Stadler, Olson, McBride, and Jeff Hanson. Absent and not voting, Abrahamson. Motion carried.

IV. Old Business

VII. Other Business*

1. Clinic/CT Construction Update

In early March the Punch List was done with Rad-Architecture, KCHS administration and Beckenhauer Construction. After a visual inspection the west parking area and two sections of the North West corner, the slope for ADA regulations, did not match the design documents and were out of compliance which requires that only a 2% slope in any direction is allowed. The area that leads up to the canopy entrance was significantly higher than what the design documents show. To correct these problems JEO will do a resurvey and reengineering, draw up new plans and Beckenhauer will start tearing up some concrete. Joe Beckenhauer admitted that there were some decisions made that were not correct. Luke requested that Beckenhauer assign a new site supervisor as there are still several unresolved items on the Punch List. A new PM is already in place. When questioned on the time frame of this work it was estimated at 30-45 days after a new site survey is done which will involve about 2-3 weeks. In closing Robert Junk summarized from now on Junk

Architecture will monitor the project and push JEO to complete a new survey and reengineer the project. Robert and Joe left at 12:20 pm. Steven Olson made a motion to approve the action to correct the ADA noncompliance and finish the Punch list with the understanding that Beckenhauer Construction will be responsible for the costs associated. The motion was seconded. Voting aye: Stadler, Hanson, Olson and McBride. Absent and not voting: Abrahamson.

V. New Business:

1. Nurse Call System Proposal: Kendra Brown, CNO reviewed a bid submitted by Kidwell for a nurse call light system. This system will be basically the same as what they currently have but the maintenance agreement with Kidwell was much more user friendly, considerably lower price for repairs and trouble shooting and it can be moved or added on to without additional expense. The Nurse Call System was on the Capital Expenditure List as it was installed during the Hospital renovation several years ago and will need to be replaced in 3-5 years. It also qualifies to purchase with Cares Act Funds and will not have to be purchased with operating revenue. Total cost proposed for the nurse call system is \$105,690.00.

2. The second proposal, also from Kidwell, was CareBoard Telehealth Services. This system will allow the patient to stay in their room for a Telehealth visit. It would allow nurses to monitor patients from the nurse's station and allow family and physician to communicate with the patient from home or on their cell phone. The patient's activities through the day would be integrated into our Medical Records system. Jeff Hanson asked if any other systems were considered. Kendra reported that they had but she had very good reviews from several hospitals with this system. Total cost for the CareBoard Telehealth Services with a three year agreement is \$197,040.00 and again would qualify for purchase with Cares Act Funds. After more discussion a motion was made by Steven Olson to approve both systems as presented. The motion was seconded. Voting aye: Stadler, McBride, Olson, and Hanson. Absent and not voting: Abrahamson. Motion carried.

VI*. Medical Staff Report: Dr. Andy Craig representing the Medical Staff reported that the providers previously in the Respiratory Clinic moved into the new clinic space. Dr. Craig thanked the Board members for the new space and appreciated their support. Dr. Craig also commented that the staff was doing an awesome job with the weekly Vaccine Clinic. [At 12:45 pm Dr. Craig left the meeting.]

3. Security Camera/Badge Access Upgrade. A proposal from Security and Sound for a new Security system was presented by Lenny Ginder, Plant / Maintenance Supervisor. The current system is an analog system and has poor camera quality, is limited on how many cameras can be installed and not user friendly. Lenny explained to investigate an incident he could spend hours finding where it was recorded on film and then the film quality was very poor. The software for the current system is difficult to add or delete employees and lock down was having employees physically go to doors to lock down. The new system would be a digital system and would not use DVR but store on the cloud with great film quality, user friendly and would lock down all doors automatically. The Minden High School installed this system and was very satisfied and felt it had paid for itself with in a few months. Doors could be monitored at the nurse's station as well as lockdown if needed. Luke and Gavin explained that Care Act Funds could be used for the new system. The proposed quote was \$80,408.50. Discussion continued. A motion was made by Sam Stadler to approve the new security system. The motion was seconded. Voting aye: Hanson, Stadler, McBride, and Olson. Absent and not voting: Abrahamson.

VI. Reports*

1. Kearney County Medical Fund

Luke reported that the KCHS Medical Fund Committee focused on the Golf Tournament scheduled for June 10, 2021 at the Minden Country Club.

2. Financial / Statistical Report

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

Balance Sheet	Current Year	YTD	Comments
Cash and Cash equivalents	11,474,219	11,140,335	
Total Current Assets	15,817,093	15,673,923	Swing bed down some
Net Capital Assets	11,936,092	27,677,221	
Total Assets	27,753,186	27,667,221	
Total Current Liabilities	6,209,545	6,257,604	
Total Net Assets & Liabilities	27,753,932	27,677,967	

Profit and Loss Statement	FEBUARY	BUDGET AMOUNT	
Clinic Revenue	157,018	166,666	Not up to Budget
Gross Patient Service Revenue	1,493,368	1,214,712	Over Budget YTD 10,777,670 27% over prior year
Net Patient Service Revenue	933,919	1,070,254	But over YTD Budget over budget
Other Operating Revenue	94,123	125,000	
Total Operating Expenses	1,011,408	1,045,503	YTD 2% over Budget
Income (loss) from Operations	16,635	149,751	YTD over Budget
Net Earnings (Loss)	71,822	189,775	YTD 2,412,019 1.3 without stimulus

Financial Indicators	FEBRUARY	JANUARY	
Days of Cash on Hand	347	341	
Days in Patient Accounts Receivables	50	55	
Accounts Payable Register	924,128.96	1,032,427.54	

Statistics	FEB	JAN	Comment
Acute+ Swing Bed + Medicare +Observation Days	93	126	
Lab Procedures	2289	2807	
Radiology +CT+MRI+Vascular+Nuc Med	304	328	
Physical Therapy	818	755	First profitable month
Cardiac Rehab	29	30	
Out Patient Surgery	25	22	
Specialty Clinic Visits	129	113	
ER Visits	75	75	5% more YTD
Total Minden Clinic Visits+ Nurse Visits+ Telehealth visits	568	598	
Senior Life Solutions Units	279	208	

b. Bad Debt Report

Bad Debt	FEBRUARY 2021	FY Average 2020	FY Average 2019
	\$43,766.01	\$40,840	\$30,391

c. Debt Capacity Analysis

- Gavin prepared a cash summary which revealed True Cash on Hand=\$8,647,785 or 270 days. Luke and Gavin discussed that 180-200 days might be a good number to settle in at. Long Term Debt =\$2,695,797 for Construction Loan (15 year pay off) and City Loan =\$252,000 (7 year pay off). With total Excess Cash On Hand=\$3,956, 542 meaning if we stopped operating and paid off everything today we would have ~\$ 4M in the bank plus capital assets, etc.
- Potential Construction Loan of \$28 million, 30 year term and 4% interest rate; \$134,938 monthly payment and \$20,577,283 in interest.
- Debt Service Coverage ratio = 1.89 The debt service coverage ration under one means negative cash flow which means that we would be unable to cover current debt obligations. The higher the better. For any loans you are considering it should equal at least 1.2.

4. Ancillary Services Report:

Highlights of the Ancillary Report by Rebecca Cooke, Director of Professional Services were as follows:

- Rehabilitation planning an open house in April. 24 new patients in February
- SLS Revenue to Expenses 210%
- Current recruiting positions: /RN or LPN Acute Care, Coder in HIM

4. Monthly QA Report:

Kathy Middleswart, QA Director, reported that Department Supervisors continue to work on Measureable and Attainable Goals. After a brief discussion a motion was made to approve the Financial & Statistical and Quality Assurance Reports by Sam Stadler. Voting aye: Hanson, Stadler, McBride and Olson. Absent and not voting: Abrahamson. Motion carried.

5. CEO Reports, Updates, and Policy Approvals:

Chief Executive Report given by Luke Poore briefed the group on

1. Outpatient Services -Currently looking into a possible Urology Clinic. The Board will updated on the progress as there will be some capital investment in equipment and surgery staff salary.

2. Electronic Health Record. In December 2020 our current EMR provider (CPSI) informed us they decided to move all CPSI customers to "Thrive" a new EMR product by 2023. Administration has started to look into the market to see what our options are. Going forward it means it will be an entirely new system and build. Demos have been scheduled with CPSI Thrive and Cerner. Administration is looking at making a decision by the end of summer at the latest. A cost break down for the new EMR was given to the group. Another option would be piggy backing with KRMC or Good Samaritan Hospital.
3. Master Planning with HFG Architecture: Several actions need to be recognized before taking on any big projects including new phone system, nurse call system, surveillance and badge access systems and HVAC upgrades that will qualify for the Care Act Funding. Hopefully we can alleviate all long term debt before starting another project.
4. Policies- Polices from various departments, new and revised was provided in the Board Packet sent out prior to the meeting for approval. A motion was made by Sam Stadler to approve the policies as printed. The motion was seconded. Voting aye: Hanson, Stadler, McBride, and Olson. Absent and not voting Abrahamson. Motion carried.

VIII. Executive Session

At 1:17 pm, a motion was made by Steven Olson to go into executive session for Credentials and Personnel issues. The motion was seconded. Voting aye: Stadler, McBride, Olson and Hanson. Motion carried. Absent and not voting, Abrahamson. Other staff left the meeting except Janell Shelton, Luke Poore, and Gavin Blum. At 2:30 pm, a motion was made by Steves Olson to come out of executive session. The motion was seconded. Voting aye: Stadler, McBride, Hanson and Olson. Absent and not voting Abrahamson. Motion carried.

Out of Executive Session/Action Taken

A motion was made by Steven Olson to approve the credentials as presented to the Board members as listed below. The motion was seconded. Voting aye: Stadler, McBride, Hanson and Olson. Absent and not voting Abrahamson. Motion carried. With no further business the meeting was declared adjourned at 2:31 pm.

IX. Other Comments/Communications:

Date of the next monthly meeting is **April 28, 2021** in the functional health area.

Chairman _____

Secretary _____

Credentials Approved 3/31/2021

Name	Title	Scope of Practice	Appointment	Reappointment	Active Staff	Consulting Staff	Affiliate Staff	Locums	Affiliation
Gulam Khan	MBBS	Radiology	X			x			Grand Island Radiology
Monjari Gillian	MD	Radiology	X			x			Grand Island Radiology
Andrea Clement	PA-C	Pain Relief	X				x		Grand Island Pain Relief
Ryan DeHann	MD	Pathology		X					Pathology Med Ser
Scott Noel	MD	Pathology		X		x			Pathology Med Ser
Aina Silenieks	MD	Pathology		X		x			Pathology Med Ser
Robert James	CRNA	Anesthesia		X			x		Kearney Anesthesia Asso
Susan Kryzsko	ARNP	Pain Relief		Termed			x		Leaving Practice 3/12/21

POLICIES

Pre-Admission Screening for Surgical Patients – Surgery (Revised)
 Surgical Fasting (NPO) Policy – Acute/Surgery (Revised)
 Patient Care Services at KCHS – Acute (Revised)
 Oxygen Therapy Policy – Acute (Revised)
 Acknowledgement of Disclosures for Patient Admission – Acute (No Changes)
 Staffing of Nursing Personnel – Acute/Surgery (No Changes)
 Blood Alcohol for Law Enforcement Policy – Acute/Laboratory (No Changes)
 Remote Access Policy & Attestation – HIPAA (Revised)
 Eligibility for Skilled Swing Bed Services – Acute (Revised)

Annual Review of Policies and Procedures – Rehabilitation (New)
 Application of Cold Packs – Rehabilitation (New)
 Application of Electrotherapy – Rehabilitation (New)
 Application of Ice Massage – Rehabilitation (New)
 Application of Therapeutic Taping Techniques – Rehabilitation (New)
 Application of Therapeutic Ultrasound – Rehabilitation (New)
 Dry Needling Treatment – Rehabilitation (New)
 Hydrocollator Maintenance – Rehabilitation (New)
 IASTM Treatment – Rehabilitation (New)
 Maintaining Patient Privacy – Rehabilitation (New)