

Board of Trustees MINUTES November 24, 2021

The monthly 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, November 24, 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 containing the meeting agenda, 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 12:12 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

County Board of Supervisors

Brent Stewart

Others:

Cindy Ramsey (Minden Courier)

KCHS Medical Staff

Tiffany Weeder, APRN

KCHS Staff

Luke Poore, CEO
Gavin Blum, CFO
Rebecca Cooke, COO
Kendra Brown, CNO
Janell Shelton, Director of Primary Care
Kathy Middleswart, RN, Director of Quality Assurance
Mary Bunger, RN, Patient Care Coordinator
Sue Driver, MT (ASCP) Director of Laboratory
Connie Jorgensen, Administrative Assistant

II. Public Comments/Communication

The Merrill Gramke family and Bonnie Mildfeldt sent a letter of thanks for the "Lift Up Thine Eyes" book and the Minden Booster Club extended their thanks for supporting MHS.

III. Approval of Minutes

A motion was made by Stephen Olson to approve the meeting minutes of the regular meeting on October 27, 2021. The motion was seconded. Voting aye: Olson, McBride, Stadler, Abrahamson and Hanson. Motion carried.

IV. Old Business

V. New Business

1. Resolution of Support for Level IV Trauma Certification

Chairman McBride read a resolution to enact a resolution of support to Kearney County Health Services, Minden, Nebraska in continuation of a trauma center to Kearney County Health Services.

A motion was made by Clark Abrahamson that the Resolution be duly enacted by members of the Kearney County Health Services Board of Trustees on November 24, 2021. The motion was seconded. Voting aye: Stadler, McBride, Olson, Hanson, and Abrahamson. The Motion carried and the Resolution enacted.

2. Coagulation Analyzer (Laboratory)

Sue Driver, Director of Laboratory, presented a proposal for a Sysmex CA -660 Coagulation Analyzer. The purchase will reduce hands-on time and increase walkaway ability. PT/APTT report time will be reduced from 45 minutes to 7 minutes and D-Dimer test (a blood test that can be used to help rule out the presence of a serious blood clot) report time from 30 minutes to 7-9 minutes. Sue also mentioned that with this new Analyzer KCHS can be part of a national Peer Group through online submission which we cannot do currently. The analyzer, reagents, and onsite training was \$20,000 including a 2 year warranty. A question was raised about delivery time. Sue believed it will be delivered in (2) weeks.

A motion was made by Stephen Olson to approve the purchase of the analyzer. The motion was seconded. Voting aye: Hanson, Abrahamson, Stadler, Olson and McBride.

Motion carried.

VI. Reports

1. Kearney County Medical Fund

Luke reported that the KCMF participated in the Day of Giving scheduled November 18, 2021. A summary of donations, which will be used to assist in the purchase of the 3D Mammography Equipment, will be reported at the December meeting.

2. Financial / Statistical Report and Update for October 2021

Reported by Gavin Blum, CFO.

Balance Sheet	Current Year	YTD	Comments			
Cash and Cash equivalents	\$10,465,065	\$10,168,657	Due to strong operations			
Total Current Assets	\$15,411,435	\$14,842,746				
Net Capital Assets	\$12,764,819	\$12,868,237				
Total Assets	\$28,176,254	\$27,710,983				
Total Current Liabilities	\$3,631,092	\$3,483,611				
Total Net Assets & Liabilities	\$18,176,254	\$27,710,983				
			Dick McBride asked if there was any salvage to the old phone			
			system. Gavin said it was too dated since it was over 20 years old			
Profit and Loss Statement	OCT 2021	Budget Amt	YTD		Comments	
Clinic Revenue	246,288	183,841	902,	986		
Gross Patient Service Revenue	1,882,089	1,489,661	6,821,618		14.5% over budget; 24% over prior year.	
Net Patient Service Revenue	1,362,253	1,207,653	5,056,395			
Other Operating Revenue	138,263	112,500	530,379			
Total Operating Expenses	1,184,458	1,149,274	4,721,830		2.7% over budget	
Income (loss) from Operations	316,059	170,879	864,944			
Net Earnings (Loss)	332,516	188,695	982,002		30% OVER BUDGET	
Financial Indicators	OCT 2021	SEPT 2021				
Days of Cash on Hand	356	305				
Days in Patient Accounts Receivables	45	47				
Accounts Payable Register	892,718.08	1,134,442.60				
Statistics			OCT 21	SEPT 21	Comment	
Acute+ Swing Bed + Medicare +Observation Days				129		
Lab Procedures		2993	3096			
Physical Therapy				905		
Cardiac Rehab				52		
Out Patient Surgery				48		
Specialty Clinic Visits				148		
ER Visits		95	92			

Total Minden Clinic Visits+ Nurse Visits+ Telehealth visits	890	921
Senior Life Solutions Units	105	123

Bad Debt (OCTOBER)	SEPTEMBER	FY Average 2020	FY Average 2019
\$32,495.09	\$41,417.53	\$40,840	\$30,391

Dick McBride asked about increase services and how much room we have to grow. Gavin and Kendra explained that due to multiple specialty clinic days we have started utilizing the former LTC – COVID Clinic rooms. This is hopefully only a temporary fix as it is not ideal for the physicians holding clinics. Luke explained with the growth of the specialty clinics, surgical recovery rooms, antibody infusions, treatment and observation patients, and swing bed admits we have recognized we need to get back to Master Planning to find some solutions. Luke and Gavin have communicated with the County Board of Supervisors in regard to our continued growth and they have a good understanding of our situation.

Gavin concluded the statistic and bad debt report. A motion was made by Clark Abrahamson to approve the <u>Financial/Statistical/report</u>. The motion was seconded. Voting aye: Stadler, McBride, Olson, Abrahamson and Hanson. Motion carried. A motion was made by Jeff Hanson to approve the <u>Bad Debt report</u>. The motion was seconded. Voting aye: Olson, Hanson, Abrahamson, Stadler, and McBride. Motion carried. Chairman McBride questioned how the transition with the new retirement program with Ameritas was going. Gavin and Rebecca said employees seem very pleased and a number of employees have transferred their accounts over to Ameritas. Several one to one consultations with employees have been arranged.

3. Ancillary Services Report

Rebecca Cooke, COO informed the group on the COVID -19 Vaccination Mandates. KCHS developed Religious and Clinical Exemptions for employees as well as Policies and Procedures required for staying in compliance with CMS Regulations. Twenty-Four employees remain unvaccinated at this time. Human Resources has received (21) exemption requests and (3) Part-Time employees unsure. Employees as of right now, have until December 5, 2021 to get the first vaccine, January 4, 2022 to get the second vaccine.

A revenue/expense overview of the Rehabilitation Department was reviewed with the group.

Hire/Terms – Employee Relations: A Dietary Aide and Environmental Services hire were made this month with zero terminations. Recruitment for Acute RN or LPN (nights), Clinic Provider, and Medical Coder are ongoing.

4. CEO Reports

- I. Outpatient Services Update
 - Outpatient Services Update Urology recruitment remains on going with RPM
 - Surgery Equipment For the last three years Stryker has provided (free of charge) a second set of power tools in case of malfunction or floor drop. Stryker and KCHS Administration will need to make a decision on carrying a second set of equipment in the near future.
 - DHHS Hospital Survey On November 19, 2021 KCHS received notice that KCHS is in compliance with the DHHS Hospital Survey that took place in August, 2021.

II. Medical Staff Recruitment

- Dr. Shelby Liesmeyer has officially signed on with KCHS beginning in September 2023. She and her husband will be looking for a house in Minden over the next two years.
- In December we hope to have a final decision on a fifth Family Medicine Physician from the Kearney area that is considering a full-time position to our Medical Staff.

III. Cerner "Community Works" Program

"Go-Live" work continues with our new EMR Program.

- a) Covid-19 Vaccination Policy-Human Resources/Safety/Infection Control (Revised)
- b) Medical Exemption Request Form (COVID -19 Vaccine)-Human Resources (New)
- c) Religious Accommodation Request Form (COVID-19 Vaccine)-Human Resources
- d) Emergency Equipment and Supplies-Cardiac Rehab (Revised)
- e) Mass Transfusion Protocol and Transfusion of Uncross Matched Blood Products- Acute/Emergency Room (New)
- f) Transfer of Patients Receiving Blood Transfusion-Acute / Emergency Room (New)
- g) Pediatric Blood Transfusion- Acute / Emergency Room (New)
- h) ER Pediatric Trauma Transfer Guidelines –Acute / Emergency Room (New)
- i) Therapeutic Interchange/ Formulary Policy-Acute/Medical Staff/Pharmacy (Revised)
- j) Nurse Call System Policy-Acute/Laboratory/Radiology/EVS/Safety (New)
- k) Administration of IV Zofran-Acute/Pharmacy (Revised)
- I) COVID Monoclonal Antibody Use Guidelines-Acute/ Medical Staff/Pharmacy (New)
- m) Reporting Adverse Drug Reactions-Acute/Pharmacy (Revised)
- n) Reference Material for Medication Safety Policy-Acute/Pharmacy (Revised)
- o) Admin Contrast Media-Radiology (Revised)
- p) Mammography QA/MQSA –Radiology (Revised)
- q) Quality Control –Radiology (Revised)

A motion was made by Sam Stadler to approve the policies listed above as presented to the Board Members in their Board Packet prior to the meeting. The motion was seconded. Voting aye: Olson, Abrahamson, Hanson, Stadler, and McBride. Motion carried.

5. Medical Staff Report

Tiffany Weeder, APRN reported that all members of the Medical Staff remain very busy. Tiffany also thanked the Board for their support during her time employed by KCHS and said it was a very difficult decision to move away from Minden. In return the Board members voiced their appreciation for her dedication and service to KCHS.

VIII. Other Business

There was no Other Business to discuss.

VIII. Executive Session

At 12:50 PM, a motion was made by Clark Abrahamson to go into Executive Session for Credentials, Charity Care and Legal issues. The motion was seconded. Voting aye: Hanson, Abrahamson, Stadler, McBride and Olson. Motion carried. Other staff left the meeting except Janell Shelton, Luke Poore, and Gavin Blum.

At 1:27 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

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.

Stephen Olson made a motion to approve the Charity Care as presented by Gavin Blum, CFO. The motion was seconded. Voting aye: Hanson, Abrahamson, Stadler, McBride, and Olson. Motion carried.

Name	Title	Scope of Practice	Appointment	Reappointment	Active	Consulting	Affiliate	Locums	Affiliation
					Staff	Staff	Staff		
David Hadford	MD	Radiology		X		Х			Plains Radiology
Daniel Novinski	MD	Radiology		X		Х			Plains Radiology
Mohammed Qurashi	MD	Radiology		X		Х			Plains Radiology
Thomas Clinch	MD	Ophthalmology		Х		Х			Kearney Eye Institute

Stadler, McBride, Olson and Hanson. Motion carried.	
IX. Other Comments/Communications: Date of the next monthly meeting is December 29, 2021	in the Functional Health Area beginning at Noon.
Chairman	Secretary

With no further business the meeting adjourned at 1:46 PM. The motion was seconded. Voting aye: Abrahamson,