



**Board of Trustees  
Minutes  
September 25, 2024**

The September 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, September 25, 2024. Notice of the meeting was posted at Kearney County Health Services, Hospital, Minden Medical Clinic, Minden Post Office, Minden First 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 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  
Rebecca Cooke, COO  
Kendra Brown, CNO  
Mark Klabunde, Director of Pharmacy Services  
Janell Shelton, Director of Primary Care  
Anita Wragge, Marketing/Outreach Coordinator  
Jordan Kohtz, APRN

**County Board of Commissioners**

Brent Stewart, County Liaison

**Others**

None

**II. Public Comments/Communication**

Luke Poore, CEO, mentioned a thank you note for a donation from Minden Teammates, a thank you letter from University of Nebraska Foundation for support of the KHOP General Fund, a thank you from Minden Booster Club for our support, a thank you from the Minden Football Team for a donation, and two thank-you notes for memorial gifts.

**III. Approval of Minutes**

**Action Taken:** A motion was made by Sam Stadler to approve the August 28, 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—The Chemistry Analyzer was put into service in September. The old unit is out of the building.

2. CT Scanner Update

The order for the CT scanner that was approved during the June meeting is in process. The project is moving along. We will be down for 5 weeks, with a mobile CT on-site. There won't be a loss of CT capability during this time. The plan is for the new CT scanner to be put into service in October.

3. Ziemba Roofing

The proposal for the clinic roof that was approved during the July meeting will be scheduled for this fall.

4. Acute Recliners

Recliners approved during the July meeting have been ordered. Currently waiting on a ship date.

5. Clinic Sub-Entrance

The construction on clinic sub-entrance has been scheduled for this fall. The team is working on aligning parking and making sure that patients and staff have updated parking information.

6. SLS Roofing

Shingles have been purchased for the Senior Life Solutions roofing project. Our maintenance team will begin work on September 30<sup>th</sup>. They expect the project to take a week or two.

7. Operating Room Electrical Breaker

This project is in the works. We are currently waiting on all groups involved to line up schedules.

**V. New Business**

None

**VI. Reports**

1. Kearney County Medical Fund

The Medical Fund has decided to move forward with a Day of Giving. The group has set a date of December 13<sup>th</sup> for a day of online donations and an in-person social event. There will be a week of donations and build up to the event on the 13<sup>th</sup>. The group has met with Firespring, who will host the website and online donations. The group will meet again next week to work through more details. The Medical Fund will also be hosting Harvest Lunches the week of October 21<sup>st</sup> at 3 locations; Keene, Hildreth and Minden.

2. Financial/Statistical Reports and Update

a. Statistical/Financial Report/Bad Debt Analysis

Balance Sheet	August 2024	July 2024
Cash and Cash Equivalents	5,351,703	5,654,408
Total Current Assets	21,199,286	20,692,500
Net Capital Assets	12,955,875	13,079,014
Total Assets	34,155,160	33,771,514
Total Current Liabilities	1,697,861	1,537,483
Total Liabilities	4,406,150	4,453,509
Net Assets	28,051,149	27,780,521
Net Assets and Liabilities	34,155,160	33,771,514

Statement of Profit & Loss	August 2024	Budget	YTD
Net Operating Revenue	1,769,154	1,572,992	3,200,898
Total Operating Expenses	1,552,148	1,526,405	2,980,425
Income (Loss) from Operations	217,006	46,587	220,473
Non-Operating Revenue	53,622	83,842	130,443
Net Earnings (Loss)	270,627	130,428	350,917

Profitability Indicators	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	July 2024	August 2024
Days of Cash on Hand	402	356	405	363	389	348	399	357
Days in Patient AR (Gross)	49	51	54	62	58	68	62	56
<b>Costs Per Day</b>								
Clinic	7,128	6,956	6,850	9,854	7,371	9,963	7,791	7,266
Hospital	33,834	39,318	64,329	35,422	35,241	36,947	33,383	37,947

Statistical Summary	Statistic	
Acute Admissions	12	Most since November 2021
Acute Days	40	Most since November 2021
Swing Bed Days	124	Most since July 2020
Lab Tests	2,904	Most since March 2023
CT Scans	146	Most Ever
Ultrasounds	27	Most since March 2021
Outpatient Procedures	46	Most since October 2022
Specialty Clinic Visits	173	On track for 1,908 (1,811 in 2024)
Clinic Visits	789	On track for 9,354 (8,644 in 2024)
<b>Providers</b>		
Andy Craig, MD	168	Most monthly clinic visits since February 2024
Cade Craig, MD	172	Tied for his 3rd most monthly clinic visits ever
Diane Jackson, APRN	31	Most monthly ER visits since December 2023
Doug Wulf, APRN	40	Most monthly ER visits he's ever done

Accounts Payable Register (Gross)	August 2024
2 Payrolls & 2 Check Runs	1,212,027.66

Bad Debt Analysis				
August 2024	July 2024	June 2024	Fiscal Year Average (Current)	Fiscal Year Average (2023 Fiscal Year)
85,581.26	36,259.36	31,511.96	61,000	43,000

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

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

b. Aetna Insurance Contract Update

Gavin Blum reported on the current status of KCHS's contract with Aetna Insurance. There are two contract types; Commercial and Medicare Advantage. The Medicare Advantage contract is up October 1<sup>st</sup> and the commercial contract will be up in November. In the past, these contracts were negotiated on our behalf by CHI. Currently, all signs point to them not being able to reach an agreement, so we are moving forward directly with Aetna. We've come to terms to stay at our current rate. If CHI is unable to come to an agreement, we'll move forward. After discussion, Luke and Gavin will provide more information at the next meeting.



### 3. Quality Assurance Report

Kendra Brown (DON) gave a report on behalf of Danielle Morgan (Director of QA/IC) on the Quality Assurance meeting held on September 23, 2024. The following departments reported:

- Lab  
Finished up the project monitoring and collecting data on contaminated urines from the ED. They continue to work on cleaning up orders placed in Cerner.
- Maintenance  
Current project is tracking work orders and making sure they are completed in a certain amount of time.
- Pharmacy  
The project monitoring bar code scanning on acute/OBS/Swingbed patients has been moved to monitoring phase. Current project is to monitor override medication being taken out in the Pyxis. Anesthesia is documenting appropriately and timely on all surgical and procedure cases.
- Swingbed  
Current project is looking at the CAH Swing Bed Report.
- Material Management  
Value Analysis Committee started and has discussed several products. Another project is tracking expired supplies.
- Informatics  
Tracking use of the video monitor system on acute. Working on starting a new project helping billing department get claims corrected when needed. Also working with Cerner and the NHA to get a report set up for NHA Data Verification.
- Surgery  
Currently tracking follow ups for complications after OR Procedures
- Colonoscopy  
Current project is to follow up with patients post colonoscopy with needs for future follow up/procedure.

Kendra also reported for Danielle on the 1Q2024 quarterly report. We met all 7 pillars at this point. She also went over the QI Connect data for KCHS for the past four years. We had positive rankings in 11 out of 12 categories. Medical staff will look into the 12<sup>th</sup> category.

**Action Taken:** A motion was made by Sam Stadler to approve the Quality Assurance Report  
The motion was seconded.

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

### 4. Ancillary Services Report

Rebecca Cooke, COO reported on the Operations Report for August 2024. The Senior Life Solutions Department currently has 8 patients enrolled.

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

Our Rater8 overall response rate is 23.22% of patients responding. KCHS has earned an overall 4.8 stars out of 5, with 1484 total ratings. KCHS has a Google rating of 4.9 out of 5.

The top searches on our website were for Careers, Medical Clinic and Primary Care Providers.

#### Hires

Position	Department	Status
Phlebotomist	Lab	Full Time
EVS Tech/Housekeeper	Environmental Services	Full Time

#### Separations

Position	Department	Status
Phlebotomist	Lab	Full-Time
RN	Acute	Full-Time

#### Recruiting

Position	Department	Status
LPN	Clinic	Full Time
EVS Tech/Housekeeper	Environmental Services	Part Time
Prior Authorization Coordinator	Business Office	Full Time
RN (Night)	Acute	Full Time

#### Turnover Rates

August 2024	FYTD	Prior FYTD
0.7%	15%	11.9%

#### Employment Numbers

August 2024	Total	Full-Time	Part-Time/PRN	FTEs
	135	91	41	106.69

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

#### 5. CEO Report

Luke Poore started his report stating that recently it was found that the Boilers would need to undergo some cleaning provided through a third-party. Following discussion, the Board of Trustees stated to proceed with the cleaning through the vendor quotes of the solution cost, and the cost of providing the actual service.

##### a. Outpatient Services

Urology/Orthopedics – Held a call with Dr. Bryan Scheer (President of inReach) including Dr. Althouse on September 9th. Discussed where we are with additional Orthopedic coverage and Urology research. Currently waiting on a date for orthopedic for onsite visit. Urology still remains ongoing, no candidate name at this time.

CHI Health out of Grand Island also continues to source through urology options for Minden, CHI Health has stated that they would likely have something ready to go in early 2025 should we not have it filled by that time through inReach.

Emergency Room APP -- Samantha Rogers (APRN) will begin in the Emergency Room Mid-December. Samantha is currently a registered nurse working at Phelps Memorial in the Emergency Room. She will graduate and take boards in September. She also has experience in emergency services as a paramedic.

b. Cerner "Community Works" Program

The "Chargemaster Review" engagement with Cerner continues, while our two biggest (and longest waiting) issues currently relate to our revenue cycle, the last two weeks have shown we seem to be on the home-stretch for each being rectified.

For reference, there are currently (18) SRs open with Cerner Support. An "SR" is an issue that we have filed with support needing to be fixed. We have filed a total of (500) SRs since going live with Cerner in March 2023.

c. Policies for Board Approval

- Procedure for Preparing Patient Rooms for Surgical Patients - Surgery (Revised)
- Manual Endoscope Processing Procedure - Surgery (Revised)
- Care of the Endoscopy Patient - Surgery (Revised)
- Continuing Education and In-Service Programs - Human Resources (New)
- Personnel Files- Human Resources (New)
- Admit Kits - Materials Management (Revised)
- Radiology Business Continuity Plan - Radiology (Revised)
- Guidelines for Anesthesia Services - Surgery (Revised)
- Employee Access- HIPAA/Human Resources (Revised)

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

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

6. Medical Staff Report

Jordan Kohtz, APRN reported that the staff has been busy in the ER. He reported that the ER staff is looking forward to adding Samantha Rogers as a provider. She will start in November and be on her own in December. He also reported on a life-saving catch of a rare health incident by Diane Jackson, APRN.

VII. Executive Session

**Action Taken:** A motion was made at 12:56 PM by Stephen Olson to enter into executive session for Credentials, Charity, Personnel and CEO Review. The motion was seconded.

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

Other staff left the meeting except Luke Poore and Gavin Blum.

**Action Taken:** A motion was made by Dick McBride to approve Charity. The motion was seconded.



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

**Action Taken:** A motion was made by Jeff Hanson to approve the CEO Package. The motion was seconded.

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

**End of Executive Session:** At 2:18 PM, a motion was made by Stephen Olson to end Executive Session.

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

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
Kimia Kani	MD	Radiology	X				x			Grand Island Radiology
Sean Feinberg	MD	Radiology	X				x			Grand Island Radiology
Yuyang Zhang	MD	Radiology	X				x			Grand Island Radiology
Muneer Desai	MD	Radiology	X				x			Grand Island Radiology
David Bulley	MD	Radiology	X				x			Grand Island Radiology
Amanda Hall-Waslburton	LMPH	Mental Health		X		X				Kearney County Health Services
John Becker	PA	Family Practice/ED			X	x				Kearney County Health Servies

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

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

**VIII. Other Comments/Communications**

Next meeting will be Wednesday, October 30, 2024 at Noon in the Functional Health Meeting Room.

**IX. Adjournment**

The meeting Adjourned at 2:18 PM.

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AJ Dahlgren, Chairman

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Stephen Olson, Secretary