



**Board of Trustees Minutes
Wednesday, March 26, 2025**

The March 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, March 26, 2025. 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 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
Stephen Olson, Secretary
Sam Stadler
Andy Grollmes

KCHS Staff

Luke Poore, CEO
Gavin Blum, CFO
Rebecca Cooke, COO
Kendra Brown, CNO
Mark Klabunde, Director of Pharmacy Services
Sarah Halkyard, Directory of Radiology
Janell Shelton, Director of Primary Care
Anita Wragge, Marketing/Outreach Coordinator
Cade Craig, MD

County Board of Commissioners

Brent Stewart, County Liaison

Others

None

II. Public Comments/Communication

Luke Poore, CEO, mentioned a thank you note from The Minden Post Prom Committee for a donation, thank you cards for memorial gifts, and passed along several thank you notes from local organizations that KCHS Employee Jean donations were given.

III. Approval of Minutes

Action Taken: A motion was made by Jeff Hanson to approve the February 26, 2025 meeting minutes. The motion was seconded.

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

IV. Old Business

1. Website Development

This project will remain ongoing for the next several months as the new website is developed.

2. Anthrex Surgical Equipment Proposal

Equipment previously approved was partially delivered. This will remain ongoing as the remainder of the parts are shipped and delivered.

3. Rutt's Mechanical and Holmes Plumbing Proposal

This project will remain ongoing.

V. New Business

1. Phillips Ultrasound Probe (Urology)

Sarah Halkyard, Directory of Radiology, brought forward a proposal for Prostate Transducer Probe. This is an attachment that will work with existing equipment that is specific to the prostate. This probe will be used by the Urologist for prostate biopsies.

Action Taken: After discussion, Stephen Olson made a motion to approve the request as proposed. The motion was seconded.

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

VI. Reports

1. Kearney County Medical Fund

The Medical Fund will begin work on the Annual Golf Tournament to be held on June 20th at Awarri Dunes. Brochures and sponsorship levels have been determined. The group will approve marketing materials at the next meeting. The KCHS Auxiliary has also agreed to make sandwich lunches.

2. Financial/Statistical Reports and Update

a. Statistical/Financial Report/Bad Debt Analysis

Balance Sheet	February 2025	January 2025
Cash and Cash Equivalents	7,189,609	6,509,304
Total Current Assets	21,471,169	21,338,363
Net Capital Assets	12,772,721	12,900,138
Total Assets	34,243,890	34,238,501
Total Current Liabilities	1,539,853	1,653,656
Total Liabilities	4,100,722	4,148,601
Net Assets	28,603,315	28,436,243
Net Assets and Liabilities	34,243,890	34,238,501

Statement of Profit & Loss	February 2025	Budget	YTD
Net Operating Revenue	1,476,949	1,572,992	12,563,915
Total Operating Expenses	1,397,554	1,526,405	12,282,394
Income (Loss) from Operations	79,396	46,587	281,521

Non-Operating Revenue	87,677	83,842	621,562
Net Earnings (Loss)	167,072	130,428	903,083

Profitability Indicators	July 2024	August 2024	September 2024	October 2024	November 2024	December 2024	January 2025	February 2025
Days of Cash on Hand	399	357	338	355	373	359	378	407
Days in Patient AR (Gross)	62	56	64	58	54	55	51	49
Costs Per Day								
Clinic	7,791	7,266	8,882	8,052	7,993	8,505	8,838	6,046
Hospital	33,383	37,947	40,046	39,141	36,578	38,289	37,295	38,555

Statistical Summary		Statistic
Acute Admissions	13	Tied for most since August 2021
Acute Days	43	Most since September 2016
Ultrasounds	26	2 nd most this fiscal year
Vascular	10	3 rd most this fiscal year
ER Visits	108	3 rd most this fiscal year
SLS Units	247	3 rd most since January 2024
Specialty Clinic Visits	117	On track for 1,865 (1,811 in 2024)
Clinic Visits	698	On track for 9,294 (8,644 in 2024)
Providers		
Cade Craig, MD		9.3 clinic visits per day in clinic, most this fiscal year
Kaitlyn Carlson, APRN		2 nd most monthly clinic visits since she began
ER Providers		All 4 at or above 21 visits for first time

Accounts Payable Register (Gross)	February 2025
2 Payrolls & 2 Check Runs	1,348,866.83

Bad Debt Analysis				
February 2025	January 2025	December 2024	Fiscal Year Average (Current)	Fiscal Year Average (Prior Fiscal Year)
24,059.93	56,814.70	27,770.12	48,000	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: Stadler, Dahlgren, Hanson, Grollmes, Olson
Motion Carried

b. RS Data Revenue Cycle Assessment

Gavin Blum shared with the group that KCHS had Revenue Cycle Assessment Consultants onsite. They shadowed employees and did interviews to gauge how efficiently KCHS is operating. The consultants offered recommendations on how to use automated tools to their full capacity. They also recommended having someone with direct oversight over the revenue cycle who could be more hands on to maximize the potential outflow of dollars. Gavin explained our current workflow to the group. He will follow up by sharing the results with board members.

3. Quality Assurance Report

Kendra Brown reported for Danielle Morgan (RN) on the Quality Assurance report for March. No meeting was held due to weather, but departments updated their information. The following departments reported:

- Lab

Evaluating the number of specimens being taken to CHI-GSH for testing to determine the need for an alternate source of transportation. Lab also continues to work on cleaning up orders placed in Cerner

- **Maintenance**
Current project has been tracking work orders and making sure they are completed in a certain amount of time.
- **Pharmacy**
Current project is to monitor override medication being taken out in the Pxyxis. A project on Controlled Substance monitoring which includes wasting of medications appropriately has been started. The goal is for the med to be documented in 30 minutes and then any remaining med to be wasted in 30 minutes after the dose is given.
- **Anesthesia**
Current project is making sure anesthesia is documenting appropriately and timely on all surgical and procedure cases. This is in the monitoring phase.
- **Swingbed**
Current project is looking at the CAH Swing Bed Report
- **Material Management**
Value Analysis Committee started and has been having quarterly meetings for a while now. Several products have been discussed. Cost comparison and usefulness discussed. New items and ideas to be discussed at the next meeting. List of expiring items gone over, these will not be ordered. Another project that is currently being done is to track expired supplies. New supplier program being implemented.
- **Restorix Wound Care**
2023 Performance Improvement Plan to track different wounds classes, days to heal, patient satisfaction, patient safety and readiness, and documentation. No new updated from Restorix.
- **Informatics**
Currently building reports for several other departments quality projects. Reports built for ACO in clinic to help pull data, clinic rounding report built for providers to see when patients have +screenings, current VS, Etc. Built report of Rad to help identifying patients who qualify for low-dose CT scans. Also working with Cerner and the NHA for getting a report set up for the NHA Data Verification.
- **Surgery**
Currently tracking follow ups for complications after OR procedures.
- **Colonoscopy**
Current project to follow up with patients post colonoscopy with needs for future follow up/procedure.

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

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

4. Ancillary Services Report

Rebecca Cooke (COO) reported on the Operations Report for February 2025. The Senior Life Solutions Department currently has 10 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 25.19% of patients responding. KCHS has earned an overall 4.9 stars out of 5, with 2,530 total ratings. KCHS has a Google rating of 4.8 out of 5 with 239 total reviews.

The top page views on our website were for Home, Careers, Minden Medical Clinic and Primary Care Providers.

Hires

Position	Department	Status
Patient Care Tech	Acute	Part Time
Night RN	Acute	Full Time
Director of Surgical Services	Surgical Services	Contracted, Temp
Dietary Cook	Dietary Services	Part Time

Separations

Position	Department	Status
None		

Recruiting

Position	Department	Status
Director of Surgical Services	Acute/Surgery	Full-Time
LPN/RN	Clinic	Full-Time
RN (Night)	Acute	Full-Time
Nursing Externship/Internship	Acute	Temporary
Director of Healthcare Informatics	Acute	Full-Time
EVS Tech/Housekeeper	Environmental Services	Part-Time

Turnover Rates

February 2025	FYTD	Prior FYTD
0%	0%	3.1%

Employment Numbers

February 2025	Total	Full-Time	Part-Time/PRN	FTEs
	137	91	43	10326

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

Rebecca also reported on a Hospital Survey on Patient Safety from AHRQ's Surveys on Patient Safety Culture that was completed by staff.

5. CEO Report

a. Outpatient Services

Urology- Dr. Matthew Rutman, MD is officially scheduled to begin outreach in Minden on Tuesday, April 1st. All things are still on schedule.

Orthopedics - Dr. Davis Hurley is planning to come onsite on March 25th, to meet with medical staff. Dr. Hurley will be coming from Denver, and is hopeful to be able to work out scheduling to be onsite, on the weeks opposite of Dr. Schopp.

Cardiology- Dr. Thomas Lanspa, MD has been brought forth by Bryan Health Kearney Regional to establish outreach in Minden again. If you recall, Dr. Lanspa came previously, however, with a change in General Surgery, Kearney Regional rescinded all specialty outreach in Minden a few years ago. It seems this mindset has changed now with Bryan Health in ownership of Kearney Regional now.

b. Strategic Planning Update

This will be ready for review and approval by our board for our April Board Meeting.

c. Policies for Board Approval

- Acute Care Influenza Strategies -Acute/Infection Control *(Revised)*
- EMTALA Policy- Acute/Emergency Room *(Revised)*
- Sample Collection - Laboratory *{Revised}*
- Urinalysis, Dip & Complete - RHC/Laboratory *{Revised}*
- Urine Drug Screen - Laboratory *(Revised)*
- Wet Prep - Laboratory *(Revised)*
- EQUIP for Mammography- Radiology *(Revised)*
- Quality Control - Radiology *(Revised)*
- Vendor Evaluation & Selection - Materials Management *(Revised)*
- Group Purchasing Organization - Materials Management *(Revised)*
- Critical Value Reporting Policy - Laboratory *{New}*
- Acute Care Self-Scheduling -Acute *{Revised}*
- Program Safety Guidelines - Cardiac Rehab *{Revised}*

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: Grollmes, Olson, Stadler, Dahlgren, Hanson

Motion Carried.

6. Medical Staff Report

Dr. Cade Craig provided the Medical Staff Report. He reported that the clinic has been going very well, it has been busy. The medical staff is excited about adding a nurse in the clinic. The hospital is also busy and the ER continues to grow, showing trust in our facility.

VII. Executive Session

Action Taken: At 1:03 PM, a motion was made by Jeff Hanson to enter into executive session for Credentials, Charity Care, Personnel and Legal. The motion was seconded.

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

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

APPLICANT	SPECIALITY	FACILITY	STAFF CATEGORY	FIRST APPOINTMENT	RE-APPOINTMENT
Matthew Rutman, MD	Urology	Kearney County Health Service	Consulting	3/26/2025	
Megan Johnson, CRNA	Anesthesia	Kearney Anesthesia	Affiliate	3/1/2022	4/1/2025
Daniel Novinski, DO	Radiology	Plains Radiology	Consulting	3/29/2017	4/1/2025
Todd Vanhorn, CRNA	Anesthesia	Kearney Anesthesia	Affiliate	1/28/2016	4/1/2025
Caleb Schroeder, MD	General Surgery	Nebraska Rural Surgical Associates	Consulting	7/28/2021	4/1/2025
Sally Farquhar, APRN	Woundcare	Kearney County Health Services	Affiliate	10/25/2023	5/1/2025

Action Taken: A motion was made by Jeff Hanson to approve the credential report. The motion was seconded

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

End of Executive Session: at 1:33 PM, a motion was made by Sam Stadler to end Executive Session.

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

VIII. Other Comments/Communications

Next meeting will be Wednesday, May 7th , at Noon in the Functional Health Meeting Room.

IX. Adjournment

The meeting Adjourned at 1:34 PM.

AJ Dahlgren, Chairman

Stephen Olson, Secretary