

Kearney County Health Services  
 Governing Board of Trustees  
**October 31, 2018**  
MINUTES

The regular meeting of the Governing Board of Kearney County Health Services met in the Countryside Living Conference Room of Kearney County Hospital, 727 East First Street, Minden Nebraska, Wednesday, October 31, 2018. Notice of the meeting was posted at Kearney County Health Services, Hospital, Minden Medical Clinic, Minden Post Office and [www.kchs.org](http://www.kchs.org) under Board of Trustees prior to the meeting. A Board Packet with an agenda of the meeting and other pertinent information was e-mailed to each Board member prior to the meeting.

**Call to Order and Roll Call**

In the absence of Chairman Dick McBride, Clark Abrahamson called the meeting to order at 12:01 pm and called attention to the public meeting laws which are posted in the meeting room. The following people attended the meeting.

**Board Members**

Clark Abrahamson  
 Jeff Hanson  
 Dick McBride-Chairman (absent)  
 Stephen Olson  
 Sam Stadler (absent)

**KCHS Staff**

Luke Poore, CEO  
 Kayla Rhynalds, CFO  
 Kendra Brown, RN, MSN, Acute Care DON  
 Rebecca Cooke, Human Resources Director  
 Connie Jorgensen, LPN, Administrative Assistant  
 Janell Shelton, RHC Director

**Others**

Cindy Ramsey-Editor, Minden Courier

**County Board of Supervisors**

Wayne Anderson

Sue Driver, Laboratory Director

**KCMF Committee**

Jim Edgecombe (absent)

**KCHS Medical Staff**

Doug Althouse, MD

**Public Comments/Communications**

There was no public comment or communication.

**Approval of Minutes**

The minutes of the September meeting were approved as presented in the members Board Packets prior to the meeting.

**Unfinished Business-None**

**New Business-None**

**Reports**

**a. Kearney County Medical Fund:** In the absence of Jim Edgecombe Luke Poore reported that the main focus of the Fund Committee (and KCHS Auxiliary) was Wine Wreath and Whimsy which will be on November 4 beginning at 4 pm.

**b. Financial /Statistical Report for August 2018**

Kayla Rhynalds, CFO gave the following financial / statistical report.

Statistic for the month showed the total clinic visits for the month 100 visits less than August but Specialty Clinic visits higher than the prior year at 104 compared to 85 in 2017. Average Daily Census for September was 2.9.

Month	Cash, Cash Equivalent	Total Liabilities	Total Net Patient Service Revenue	Total Other Operating Revenue	Total Non Operating Revenue	Total Operating Revenue	Total Operating Expenses	Change In Net Position	Days of Cash on Hand	Gross Accounts Receivable	Account Payable Register
Sept 18	2,682,284	15,218,507	800,521	85,926	88,980	975,427	851,259	124,168	104	67	\$605,109

A motion was made by Stephen Olson to approve the financial and statistical report as presented by the CFO. The motion was seconded. Voting aye: Hanson, Abrahamson and Olson. Absent and not voting: McBride and Stadler. Motion carried.

**c. Human Resources Report and Updates 9/26/18-10/31/2018**

1. Hires/Terms-Employee Relations-- Rebecca Cooke, HR Director presented the Hire/Term Report for. There were two hires for the period. A full time RN in Acute Care and a Radiology Tech, PRN status.

	Month Percentage	YTD	Prior YTD
Overall Turnover	0%	52.4%	12.8%
Due to Involuntary Termination (Layoff)	0.0%	43.2%	
Due to Voluntary Termination	9.2%	9.0%	

**d. CEO Report**

**I. Clinic/CT Capacity Analysis**

It was decided to pull documents together for a 6-month data set of July 2018-December 2018 for the debt capacity analysis as requested by Randy Hoffman, /CPA-Seim Johnson for further discussion of the clinic remodel. Results will be presented in January 2019.

A Clinic Renovation floor plan with one significant difference from the past plans, relocation of the CT Room to the Large Conference Room, was shared with the group. A preliminary target of \$1,750,000 which includes the CT move was set.

**II. Updates**

a. Luke informed the Board that a Code Red occurred on October 12, 2018 in one of the Countryside Living rooms after a ballast in one of the lights went out sending sparks onto a padded chair. Fortunately the alarms sounded and maintenance used a fire extinguisher to put out the fire.

b. *NHA Caring Kind Award Recipient*

This year Rebecca Seybold, Environmental Services Director, was chosen as the KCHS Caring Kind employee.

c. *Balanced Scorecard Update*

Results of the 1<sup>st</sup> Quarter of the Fiscal Year will be distributed at the December meeting.

d. *Organizational Mission, Vision, and Values*

Final choices will be provided to the staff in November and provided to the Board at November's meeting.

e. *Medicaid Expansion*

Luke reported the Medicaid Expansion vote will occur on ballot on November 6<sup>th</sup> briefly discussing the ballot initiative and potential impacts.

f. *iVantage Health Analytics Report*

Luke reported that KCHS received national recognition awards with top percentile scores for Quality and Patient Perspectives. These scores eventually generate a list of the Top 100 Critical Access Hospitals across the country. KCHS hopes to achieve status on the Top 100 list by the February of 2020 release.

**III. Policies**

The follow were brought forth to the Board Prior to the meeting for review.

<b>Infection Control:</b> Transmission Based Precautions	<b>Nursing:</b> New Medication Orders and Supply at Discharge
<b>Radiology:</b> Radiology Services Safety EQUIP for Mammography Radiology Overview	ER Standing Orders ER Trauma Patient Transfer Guidelines Infection Control in PACU Alcohol Based Skin Prep in Surgery
<b>Safety:</b> Code Blue Lockdown	Infection Control Anesthesia Activation of Trauma Team Administration of TNK for Acute MI
<b>HIPAA:</b> Appropriate Use of Technology Security Evaluation of KCHS Electronic Environment	

After a brief review, a motion was made by Jeff Hanson to approve the policies as presented. Motion was seconded. Voting aye: Abrahamson, Olson, and Hanson. Absent and not voting: Stadler and McBride. Motion carried.

**e. KCHS Medical Staff**

Dr. Althouse reported that the clinic has been busy. A brief discussion took place concerning the program, Senior Life Solutions, holding clinic here at some time. The Senior Life Solutions program is an intensive outpatient group therapy program designed to meet the unique needs of older adults over the age of 65 struggling with symptoms of depression and anxiety often related to aging.

**Other Business-None**

**Executive Session**

At 12:30 pm a motion was made by Clark Abrahamson to go into executive session for Credentials, Bad Debt and Personnel. The motion was seconded. Voting aye: Abrahamson, Olson and Hanson. Absent and not voting: McBride and Stadler. Motion carried. Connie Jorgensen, Mary Bunger, Cindy Ramsey, Kendra Brown, Jessica Landers and Sue Driver, left the meeting. Janell Shelton and Kayla Rhynalds left at 12:45 pm. A motion was made by Clark Abrahamson to come out of executive session at 1:11 pm. The motion was seconded. Voting aye: Hanson, Abrahamson and Olson. Absent and not voting: Stadler, McBride. Motion carried.

**Return to Open Session**

*Credentials*-A motion was made by Stephen Olson to approve the Credentials of the following as presented in executive session by Janell Shelton, Clinic Director. [These credentials were reviewed and approved at the October Medical Staff meeting].

NAME	TITLE	SCOPE OF PRACTICE	APPOINTMENT	REAPPOINTMENT	ACTIVE STAFF	CONSULTING STAFF	AFFILIATE STAFF	Locums
Ryan DeBlis	MD	Orthopedics		X		X		
Brad Greisen	CRNA	Anesthesia		X			X	
Panayotis Alain Efstratiou	MD	Cardiology	X			X		

The motion was seconded. Voting aye: Olson, Hanson and Abrahamson. Absent and not voting: McBride and Stadler. Motion carried.

With no further business Stephen Olson moved to adjourn the meeting at 1:14 pm. Voting aye: Hanson, Abrahamson, Olson. Absent and not voting: McBride and Stadler. Motion carried.

**Next Meeting Date** – The next regular meeting of the Board of Trustees will be November 28, 2018 at noon.

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Chairman pro tem

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Secretary