

Kearney County Health Services
Governing Board of Trustees
March 27, 2019

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, March 27, 2019. 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 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.

I. Call to Order and Roll Call

Chairman Dick McBride called the meeting to order at 12:04 pm and called attention to the public meeting laws which are posted in the meeting room.

Board Members

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

KCHS Staff

Luke Poore, CEO
Kayla Rhynalds, CFO-Absent
Kendra Brown, RN, MSN, Acute Care DON
Rebecca Cooke, Human Resources Director
Connie Jorgensen, LPN, Adm. Assistant
Janell Shelton, RHC Director
Lenny Ginder, Maintenance Director

Others

Cindy Ramsey-Editor, Minden Courier
Craig Johnson-Holmes Murphy

County Board of Supervisors

Brent Stewart

KCHS Medical Staff

Dr. Douglas Althouse

II. Public Comments/Communications

There was no public comment or communication.

III. Approval of Minutes

A motion was made by Jeff Hanson to approve the minutes of the February meeting and special meeting on March 19, 20019 as presented in the Board Packet. The motion was seconded. Voting aye: McBride, Olson, Hanson and Abrahamson. Absent and not voting: Stadler. Motion carried.

IV. Unfinished Business

There was no unfinished business.

V. New Business

a. Holmes Murphy-Health Insurance Captive

Mr. Johnson explained the Health Insurance and the Captive Healthcare Program. Main focus was on the Risk Index Trend with March 2014-February 2019, Captive 2018 Cost Comparison. (National Average per employee per year (PEPY) for 2018 was \$12,612) and a captive preliminary proposal for KCHS. The current BCBSNE annual premium with combined premiums was \$927,933. With Captive the total expected annual premium was \$894,273. Currently Holmes-Murphy has 22 businesses in Nebraska enrolled in Captive. Members thanked Mr. Johnson for attending the meeting left at 12:40 pm.

b. Laboratory Humidifier

Luke explained that the current humidifier system (installed in 2018) in the Laboratory is not consistent in keeping the humidity at a set percentage to provide accurate diagnostic test results performed by the laboratory equipment. In working with the installer, PM Contracting, Inc. a proposed bid of \$6782 to replace the unit was brought to the meeting for approval. The reasoning of PM Contracting, Inc. for the failed humidifier unit is due to an unknown water quality issue at the time of bidding and installation. Discussion ensued. Maintenance Supervisor, Lenny Ginder reported that other humidifiers in the facility need very few adjustments to maintain the correct humidity. During the colder months he would need to adjust the laboratory unit several times a day and on week-ends. Since the weather has started to be warmer, the unit seems to work

within the perimeters required by the lab equipment. It was decided that in the next few months reach out to other HVAC companies for a solution and get water quality tested. Dr. Althouse suggested we talk to Ryan Hurst, city water treatment supervisor. [Dr. Althouse and Lenny left the meeting at 1:10 pm].

c. Sterrad NX System (Surgery Sterilizing Equipment)

Luke reported that Dr. Melissa Stade was out on medical leave until late November. Dr. Stade's colleagues Dr. Welsh and Dr. Oran provide surgery clinic during her absence four times a month. Dr. Welsh held clinic a couple of times in March and inquired why we are not doing endoscopic gall bladder surgery at KCHS. Our current sterilization system is a high temperature steam sterilizer used for surgery instruments but not made to sterilize video arthroscopic scopes and a table top unit purchased in 2017 for cataract procedures. To allow KCHS to begin doing endoscopic gall bladder surgery, improve our infection control practice and to add life to high cost instruments Luke proposed the purchase of a new sterilizer system, the Sterrad NX System. The initial bid was \$63,845. With the trade in of the table top sterilizer and additional discount of \$8,845 the total cost would be \$50,000. A motion was made by Clark Abrahamson to approve the purchase of the sterilizer. The motion was seconded. Voting aye: Hanson, Olson, Abrahamson and McBride. Absent and not voting: Stadler. Motion carried.

VI. Reports

a. Kearney County Medical Fund Committee

1. Luke reviewed the Nebraska Community Foundation quarterly report (ending Dec. 31,2018). The Kearney County Health Services Fund General Account balance of \$187,680.97.
2. A sizeable donation has been given to KCHS from the Randall Wolfe estate. More details will be given next month.

b. Financial/Statistical Reports for February 2019 and Updates

1. In the absence of Kayla Rhynalds, CFO, Luke gave the following financial / statistical report. Total Clinic visits were 928 and total patient days equaled 148 for February. Specialty clinics were lower at 51 compared to last month at 73.

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
Feb 2019	2,645,828	15,176,196	855,732	93,156	31,080	948,888	833,167	149,329	98	65	\$490,262.13
Jan 2019	2,506,413	1,253,259	877,160	103,408	64,704	908,568	928,266	117,006	91	59	\$965,978.27

Discussion took place on purchased services being over budget but with the start of Senior Health Solutions Luke felt it would not take long to get back on track. Jeff Hanson noted that data processing had also increased. A motion was made by Clark Abrahamson to approve the financial and statistical report as presented by the CEO. The motion was seconded. Voting aye: McBride, Olson, Hanson and Abrahamson. Absent and not voting: Stadler. Motion carried.

c. Human Resources Report and Updates

1. Hires/Terms-Employee Relations—

1/30/2019-2/26/2019	Month Percentage	YTD	Prior YTD
Overall Turnover	1.1%	2.2%	13.06*

* Includes payoff from closure

Currently all available positions have been filled except a part time echo ultrasound tech. Senior Health Solution also has hired all necessary positions.

d. CEO Report

1. KHOP Students- 34 rural health focused students from UNK toured the hospital and spent time with department directors.
2. Clinic Renovation Financing Update- First Bank and Trust has agreed to fund the project. Next step is to get final pricing after Architectural and Engineering is complete along with bidding.
3. Master Strategic Planning Proposed Timeline- John Roberts would like to get an official kick-off meeting scheduled with Board Members present. The meeting was scheduled for April 4, 2019 at 8:30 am.
4. Senior Life Solutions- All positions have been hired and will start training in mid -April. Patients will start being

seen in mid-May.

e. Medical Staff Report/Concerns

Earlier in the meeting Dr. Doug Althouse, representing the medical staff, reported not concerns or comments.

f. Review of Policies

Senior Life Solutions

Patient Rights - Senior Life Solutions (New) Patient Review of Medical Records - Senior Life Solutions (New) Confidentiality of Information (General Issues) - Senior Life Solutions (New) Patient Privacy and Confidentiality - Senior Life Solutions (New) Photographing/Videotaping SLS Patients - Senior Life Solutions (New) Valuables (Patient Personal Belongings/Contraband) - Senior Life Solutions (New) Patient Grievance/Complaint - Senior Life Solutions (New) Staff Rights and Ethical Dilemmas in Patient Care - Senior Life Solutions (New) Resolution of Potential Conflict with Staff Members Belief System - Senior Life Solutions (New) Corporate Compliance Plan - Senior Life Solutions (New) Conflict of Interest - Senior Life Solutions (New) Access to Services - Senior Life Solutions (New) Referral Process and Screening - Senior Life Solutions (New) Admission Criteria - Senior Life Solutions (New) Exclusion Criteria - Senior Life Solutions (New) Certification - Senior Life Solutions (New) Admission Procedure - Senior Life Solutions (New) Assessments - Senior Life Solutions (New) Falls Precautions - Senior Life Solutions (New) Recognizing and Reporting Adult Abuse/Neglect - Senior Life Solutions (New) Suspected Patient Abuse/Neglect - Senior Life Solutions (New) Liaison with Referral Source - Senior Life Solutions (New)

Laboratory

D-Dimer - Laboratory (No Changes)
Activated Partial Thromboplastin Time - Laboratory (No Changes) Prothombin Time POC (INRatio) - Laboratory (No Changes) Prothombin Time - Laboratory (No Changes)
Uncrossmatched Blood - Laboratory (No Changes) Fresh Frozen Plasma - Laboratory (No Changes) Crossmatch - Laboratory (No Changes) Processing Donor Blood - Laboratory (No Changes) Blood Product Sign Out - Laboratory (No Changes) Refrigerator Alarm Test (Blood Bank) - Laboratory (No Changes) Blood bank QC - Laboratory (No Changes)
Transfusion Reactions - Laboratory (No Changes) Calibrating a Serologic Centrifuge - Laboratory (No Changes) Type and Screen - Laboratory (No Changes) Platelet Transfusion - Laboratory (No Changes)

Acute/Infection Control

Terminal Cleaning of Inpatient Rooms - Acute (No Changes) Pharmacy and Nursing Verification of Orders - Acute (No Changes) Post Anesthesia Recovery at KCHS - Surgery (No Changes) Influenza A H1N1 - Infection Control (No Changes) Infection Control Nurse, Acute Care - Infection Control (No Changes) C Difficile - Infection Control (No Changes) Multi-Drug Resistant Organisms - Infection Control (No Changes) Negative Pressure Isolation Room - Infection Control (No Changes) Standard Precautions - Infection Control (No Changes)

A motion was made by Clark Abrahamson to approve the policies as presented in the Board Packets. The motion was seconded. Voting Aye: Abrahamson, McBride, Olson, and Hanson. Absent and not voting: Stadler. Motion carried.

VII. Executive Session

At 12:45 pm a motion was made by Stephen Olson to go into executive session for Credentials, Charity Care, and Personnel. The motion was seconded. Voting aye: Olson, Hanson, McBride, Abrahamson and Stadler. Motion carried. Brent Stewart, Connie Jorgensen, Kendra Brown, Dr. Craig, and Cindy Ramsey left the meeting. At 1:45 pm a motion was made by Clark Abrahamson to come out of executive session. The motion was seconded. Voting aye: Olson, Hanson, Abrahamson, and McBride. Absent and not voting: Stadler. Motion carried.

Return to Open Session

The following credentials were presented for approval by Janell Shelton, Clinic Director, in Executive Session. (Approved by KCHS Medical Staff March meeting).

Name	Title	Scope of Practice	Appointment	Reappointment	Active Staff	Consulting Staff	Affiliate Staff	Locums	Affiliation
Matthew Mendlick	MD	Radiology		X		x			Diagnostic Radiology
Cody Evans	MD	Radiology		x		x			Diagnostic Radiology
Allison Summers	MD	Radiology		x		x			GI Rad Associates

Ryan Dehaan	MD	Pathology		x		x			Lincoln
Aina Silenicks	MD	Pathology		x		x			Lincoln
Scott Noel	MD	Pathology		X		X			Lincoln
Kathryn Cambron	MD	Radiology	x			x			Diagnostic Radiology
Alexander Serra	MD	Radiology	x			x			Diagnostic Radiology

A motion was made by Clark Abrahamson to approve the credentials as presented by Janell Shelton. The motion was seconded. Voting aye: Abrahamson, McBride, Olson and Hanson. Absent and not voting: Stadler. Motion carried.

A motion was made by Clark Abrahamson to adjourn the meeting at 1:46 pm. The motion was seconded. Voting aye: Abrahamson, Hanson, Olson, and McBride. Absent and not voting: Stadler. Motion carried. The next regular meeting will be held on April 24, 2019.

Chairman

Secretary