

**Kearney County Health Services
Governing Board of Trustees
January 29, 2019**

MINUTES

The regular 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, January 29, 2020.

Notice of the meeting was posted at Kearney County Health Services, Hospital, Minden Medical Clinic, Minden Post Office, Kearney County Court House and www.kchs.org under Board of Trustees. A Board Packet with an agenda of the meeting, minutes 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 12:00pm 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

KCHS Staff

Luke Poore, CEO
Teresa Blank, RN QA Coordinator
Gavin Blum, CFO
Janell Shelton, RHC Director
Rebecca Cooke, Dir. of Professional Services
Mary Bunker, RN Patient Care Coordinator
Connie Jorgensen, LPN Administrative Assistant

Others

Cindy Ramsey-Editor Minden Courier

County Board of Supervisors

Brent Stewart

Medical Staff

Diane Jackson, APRN

II. Public Comments/Communications

Luke Poore, CEO read correspondence from Jeanette Jones and Connie Jorgensen thanking KCHS for the care given to them while in the hospital.

III. Approval of Minutes

A motion was made by Sam Stadler to approve the minutes for the regular meeting of December 18, 2019 and Special Meeting on December 31, 2019. Voting aye: Stadler, McBride, Olson, Hanson, and Abrahamson. Motion carried.

IV. Unfinished business

1. *ICAHN Patient Satisfaction Surveys*

We are currently waiting on pricing through CAH Network before finalizing the decision.

V. New Business

1. *Election of Officers*

A motion was made by Jeff Hanson that KCHS Board of Trustees Officers remains the same. The motion was seconded. Voting aye: McBride, Olson, Hanson, Stadler and Abrahamson. Motion carried.

2. InnoWave Sonic Irrigator A motion was made by Jeff Hanson to approve the purchase of Innovave Ultra Sonic Irrigator used to clean a variety of surgical instruments. The cost for the unit is \$10, 225.07. The motion was seconded. Voting aye: McBride, Olson, Hanson, Abrahamson, and Stadler. Motion carried.
3. Didage OR Table Replacement. Luke explained that the hydraulic pump on our current OR table went out. Luke contacted the Didage Company and requested a quote for a new pump. Just for the pump the quote for a new pump was \$8,000. Didage made an offer to replace the broken table for a different refurbished table at a cost of \$6,000. A motion was made by Jeff Hanson to approve the purchase of the refurbished table. The motion was seconded. Voting aye: Olson, Hanson, Abrahamson, Stadler, and McBride. Motion carried.

VI. Reports

1. Kearney County Medical Fund-Jim Edgecombe was not at the meeting. Luke Poore, CEO reported that there was nothing new to report since Wine, Wreath and Whimsy was over.
2. Financial/Statistical Report and Updates

- a. CFO Gavin Blum gave the Statistical & Financial Report for December 2019

MONTH	TOTAL ADMISSIONS	TOTAL PATIENT DAYS	AVERAGE DAILY CENSUS	TOTAL CLINIC VISITS	Excess of Revenue over Expenses/Total Margin %	Total cash and cash Equivalents	Days of Cash on Hand
DECEMBER 19	19	93	3	752	1,102,947 / 8 %	4,572,666	165
November 19	9	70	2.33	733	349,328/32.4%	\$4484,666	164

- b. Motion was made by Clark Abrahamson and seconded to approve the recommended Bad Debt of \$46,417.22. Voting aye: Hanson, Abrahamson, Stadler, McBride, and Olson. Motion carried.
Motion was made by Stephen Olson and seconded by Jeff Hanson to approve financials. Voting aye: Abrahamson, Stadler, McBride, Olson, and Hanson. Motion carried.
Motion was made by Sam Stadler to approve the financial report. Voting aye: Stadler, McBride, Olson, Hanson, and Abrahamson. Motion carried.

3. Human Resources Report and Updates

- a. Ancillary Report

Rebecca gave an update of the ancillary departments including

- Lab-Transitioning to UNMC Pathology Medical Services for reference labs.
- Radiology-Shared Medical Services will do mobile CT during construction.
- SLS-The Program Director has been filled by Stacy Werner, RN. Patient enrollment is up to 5.

- b. Hires/Terms- Employee Relations

December 2019	Month Percentage	YTD	Prior YTD	Employment Numbers			
Overall Turnover	1.1%	12%	10.4%	Total Employees 93	Full Time-71	PT/PRN-22	FTE-76.16

- Currently we are recruiting for Acute Care RN or LPN and Housekeeper

4. CEO Reports, Updates and Policy Approvals

The CEO Report was given by Luke Poore, CEO. Highlights of his report included:

- Luke and an ENT group that showed some interest in offering specialty clinic have had discussions to offer tonsillectomies and insertion of tubes in ears. Potentially implement outreach in 2020.
- Family PT and KCHS have reached a proposed contract. Proposing a November 1, 2020 start depending on the clinic construction.
- Dr. Stade is firm in providing Laparoscopic cholecystectomy sometime in the near future.
- Orthopedics- Few more Total Knee Replacement and Shoulder Repairs on for February. Also discussing with David Long (Mary Lanning Hospital) about getting Dr. Hood in the future.
- Beckenhauer Construction was here to visit with staff operations around the construction area. Demolition is scheduled to begin February 3.
- Minden 1st Bank will be the lead bank with Platte Valley State Bank and Minden Exchange Bank participating in the loan for Clinic/CT renovation.
- A new Logo has been selected by staff voting majority. Outdoor signage and internal brochures, packets, envelopes, etc have begun transition from the old logo to the new one.
- The Finker/Fleming scholarships have been paid out to the two 2019 recipients.
- A request to contract with Team Concepts/Josh Erickson to continue monthly Leadership Training for department directors. Cost of the program is \$11,000. A motion was made by Jeff Hanson to approve the Team Concepts program. The motion was seconded. Voting aye: Hanson, McBride, Olson, Abrahamson, and Stadler. Motion carried.
- Several policies were included in the Board packet prior to the meeting. After discussion a motion was made by Sam Stadler to approve the policies as submitted. The motion was seconded. Motion carried.

5. Medical Staff Concerns-Diane Jackson, APRN was introduced to the Board members. Diane covers the ER in collaboration with Jon Becker, PA. Diane was employed by Good Samaritan and Franklin Hospitals in Emergency Room medicine. No concerns were addressed.

VII. Other Business-None

VIII. Executive Session

At 12:30 a motion was made to go into executive session for credentials, charity care and Personnel. The motion was seconded. Voting aye: Hanson, Abrahamson, Stadler, McBride, and Olson. Motion carried.

A motion was made by Clark Abrahamson to come out of executive session at 1:20 pm. The motion was seconded. Voting aye: Stadler, McBride, Olson, Abrahamson, and Hanson. Motion carried.

Open Session: A motion was made by Sam Stadler to approve the Credentials submitted by Janell Shelton. The motion was seconded. Voting aye: Olson, McBride, Abrahamson, Stadler and Hanson. Motion carried.

Name	Title	Scope of Practice	Appointment	Reappointment	Active Staff	Consulting Staff	Affiliate Staff	Locums	Affiliation
Donna Smith	CRNA	Anesthesiology		X			X		Kearney Anesthesiology
Douglas Netz	DR	Cardiology		X		X			Pioneer Heart Lincoln
Eddie Pierce	DR	Family Practice		X				X	Bryan -Lincoln
John Becker	PA	Family Practice		X			X		KCHS
John Shandera	CRNA	Anesthesiology		X			X		Kearney Anesthesiology

Troy Kluthe	CRNA	Anesthesiology		X			X		Kearney Anesthesiology
Ellen Shafer Lind		Mental Health	X				X		KCHS- SHS
Mohamed Quiaiski	MD	Radiology		X		X			Plains Radiology
Thomas Clinch	MD	Ophthalmology		X		X			Kearney Eye Institute

Adjourn: The meeting was adjourned at 1:30 pm. The next meeting will be February 19, 2020 to begin at 2:30 pm in the Functional Health Room.

Policies submitted for review and approval.

- a. Bonus Compensation - Human Resources *(review)*
- b. KCHS Organ Donation - Acute *(Revised)*
- c. PACU Nursing Responsibilities - Acute *(No Changes)*
- d. Nurse Call System - Acute *(No Changes)*
- e. Care of the Patient with Burns - Acute *(No Changes)*
- f. Environmental Control - Infection Control *(No Changes)*
- g. Safety & Security - HIPAA *(No Changes)*
- h. Objectives of Anesthesia Service - Surgery *(No Changes)*
- i. Precipitous Delivery - Emergency Room *(No Changes)*
- j. Quiet Time Guidelines - Acute *(No Changes)*
- k. Pronouncing Death - Acute *(No Changes)*
- l. ER Procedural Statement - Emergency Room *(No Changes)*
- m. Anesthesia Equipment Safety - Surgery *(No Changes)*
- n. Reference Material for Medication Safety - Acute/Pharmacy *(No Changes)*
- o. Reconciliation of Drugs into the Hospital Pharmacy - Pharmacy *(No Changes)*
- p. Postoperative Patient Care- Acute *(No Changes)*
- q. Use of Auto Vent 3000 - Acute *(No Changes)*
- r. Triage in the Emergency Room - Emergency Room *(No Changes)*
- s. Vitamin Mineral Therapeutic Interchange - Acute/Pharmacy *(No Changes)*
- t. Treatment of a Victim of Sexual Assault - Emergency Room *(No Changes)*
- u. Risk Analysis Management - HIPAA *(No Changes)*
- v. Restraints - Acute *(No Changes)*
- w. Reporting Adverse Drug Reactions - Acute/Pharmacy *(No Changes)*
- x. Remote Access Attestation - HIPAA *(No Changes)*
- y. Security Incidents - HIPAA *(No Changes)*
- z. Security Awareness and Training - HIPAA *(No Changes)*
- aa. Sanction - HIPAA *(No Changes)*
- bb. Patient Grievance Policy & Procedure - Acute *(No Changes)*
- cc. Practitioner On-Call Schedule - Emergency Room *(No Changes)*
- dd. Non-Discrimination of Patient - Acute/Clinic *(No Changes)*
- ee. Definition of Types of Anesthesia - Acute/Surgery/Emergency Room *(No Changes)*