



KEARNEY COUNTY
HEALTH SERVICES

**Board of Trustees
Minutes
November 9, 2022**

The October 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, November 9, 2022. 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. 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

In the absence of Chairman McBride Stephen Olson called the meeting to order at 12:05 PM and called attention to the public meeting laws that are posted in the meeting room.

Present:

Board Members

AJ Dahlgren
Jeff Hanson
Dick McBride, Chairman - *Absent*
Stephen Olson, Secretary
Sam Stadler

County Board of Supervisors

Brent Stuart

Others

Cindy Ramsey (*Minden Courier*)

KCHS Medical Staff

Dr. Douglas Althouse, MD

KCHS Staff

Luke Poore, CEO
Gavin Blum, CFO
Kendra Brown, CNO
Rebecca Cooke, COO
Janell Shelton, Director of Primary Care
Mark Klabunde, Director of Pharmacy
Kathy Middleswart, RN, Director of Quality Assurance
Connie Jorgensen, Administrative Assistant

II. Public Comments/Communication

~~letters were received from the following:~~

Opera House for Bronze Level Sponsorship and the Minden High School for providing an evening meal for teachers during Parent/Teacher Conferences.

III. Approval of Minutes

Action Taken: A motion was made by Jeff Hanson to approve the meeting minutes of the September meeting on October 5, 2022 were corrected to notate that Dick McBride was absent from the meeting.

Absent and Not Voting: McBride
Motion Carried.

IV. Old Business

None

V. New Business

1. Telemetry Proposal

We recently received notice that frequency changes with TV stations and the like that would affect the frequency in medical devices such as our Telemetry equipment. This issue was planned on our capital budget when it was prepared in May. Kendra Brown, CNO explained a proposal submitted by Mindray which includes monitors for ER and the procedure room and a different wiring structure for telemetry devices. The new wiring infrastructure will be compatible with all other monitors and viewed at the central station, hospital area and outpatient areas. The purchase price from Mindray was \$156,182.00.

Action Taken: AJ Dahlgren made a motion to approve the purchase of the Telemetry Units. The motion was seconded. Voting aye: Olson, Stadler, Dahlgren, and Hanson.

Absent and Not Voting: McBride

Motion Carried.

VI. Reports

1. Kearney County Medical Fund

Luke Poore, CEO reported that the Fund Committee discussed Day of Giving 2022 at their last meeting. No action was taken, however discussion has continued on holding in 2023, in collaboration with the Nebraska Community Foundation, an event for giving.

2. KCHS Financial /Statistical Report and Update

a. Statistical / Financial Report for September 2022 as reported by Gavin Blum, CFO.

BALANCE SHEET	SEPT 22	AUGUST 22
Total Current Assets	16,936,722	16,707,285
Net Capital Assets	11,935,391	12,012,114
Total Assets	28,872,113	28,719,399
Total Current Liabilities	1,527,326	1,463,734
Net Assets	24,560,298	24,432,153
Net Assets and Liabilities	28,872,113	28,719,399

Profit/Loss Statement	September	Budget	YTD	Comments
Net Operating Revenue	1,356,705	1,437,418	4,076,903	
Total Operating Expenses	1,306,629	1,305,919	3,825,337	(6) Total Knee Procedures
Income (Loss) from Operations	50,076	131,499	251,567	
Non-Operating Revenue	85,626	50,199	135,900	Includes Income From Golf Event
Net Earnings (Loss)	135,702	1,981,698	387,467	

Financial Indicators FY 2023			
	July 2022	August 2022	September 2022
Days Cash on Hand	373	371	350
Days in Patient Accounts Receivables (Gross)	56	49	45

Statistical Summary	September	Statistic
SB Admissions	9	Tied for Most Since January 2020
CT Scans	90	Least Since April 2021
Mammograms	42	Most Since October 2021
Cardiac Rehab	61	Most Since February 2022

Physical Therapy	1,072	4 TH Most Ever
Specialty Clinic Visits	154	1,768 Projected (1,931 in 2022)
Clinic Visits	664	8,728 Projected (9,177 in 2022)
Provider	Statistic	
Andy Craig, MD	8	Most IP/SB Patients (October 2021)
Cade Craig, MD	163	Tied for most Clinic Visits (January 2022)
Diane Jackson, APRN	30	Handled 37% of all ER Visits
Shannon Kuehn, APRN	8	Most ER Visits Since December 2021

Accounts Payable Register (Gross)	September	August
Payroll & Check-Runs	1,089,145.28	1,022,683.50

Bad Debt Report and Averages				
September 2022	August 2022	FY Avg 2022	FY Avg 2021	FY Avg 2020
\$22,789.82	\$42,448.21	\$36,040	\$43,982	\$40,840

Action Taken: A motion was made by Sam Stadler to approve the Financial and Statistical Report. The motion was seconded. Voting aye: Olson, Stadler, Dahlgren, and Hanson.

Absent and Not Voting: McBride
Motion Carried.

Action Taken: A motion was made by Sam Stadler to approve the Bad Debt report. The motion was seconded. Voting aye: Olson, Stadler, Dahlgren, and Hanson.

Absent and not voting: McBride
Motion Carried.

3. Quality Assurance Report

Director of Quality Assurance, Kathy Middleswart, reported on the Quality Assurance activities for September. Reports were given by Radiology, Business Office, Acute Care, Surgery, and Anesthesia. Kendra and Kathy will be attending the Nebraska Hospital Association Convention and presenting the KCHS Swing Bed Stroudwater Project.

Action Taken: A motion was made by Sam Stadler to approve the Quality Assurance Report as given. The motion was seconded. Voting aye: Dahlgren, Olson, Stadler, and Hanson.

Absent and Not Voting: McBride
Motion Carried.

4. Ancillary Services Report

Rebecca Cooke, COO reviewed the Operations Report for September 2022. Rebecca touched on the overall revenue and expenses for physical rehabilitation including Physical, Occupational, and Speech Therapies. Rebecca stated she continues to see good growth and opportunity in the service.

Touching on Senior Life Solutions, Rebecca mentioned that there are (9) patients actively admitted into the program, and that production in terms of units and attendance continues to look very good.

Lastly, Rebecca touched on marketing statistics, and the positions we are actively recruiting for. Turnover percentage was discussed, and the good retention that has occurred at KCHS in the current year.

Hires

Position	Department	Status
Patient Care Tech	Acute	Part Time
2 EVS Techs	Environmental Services	Part Time

Recruiting

Position	Department	Status
Emergency APRN/PA	ER	Full Time
RN or LPN (Night)	Acute	Full or PT

Turnover Rates

Overall September	YTD	Prior YTD 2021
1.7%	11.6%	12.3%

Employment Numbers

September	Total	Full Time	Part Time/PRN	FTEs
	121	89	32	94.44

****Incident Reports for September were reviewed****

5. CEO Report

Outpatient Services Updates

Dr. Michael MacDonald had been recruited by In Reach Health. Dr. MacDonald was relocating from Michigan to work full time with inReach. He planned on receiving his Nebraska licensure in late December /early January 2023. Unfortunately Dr. MacDonald had a death in his family and will have to put future plans on hold. We do have a possible Urologist in Lincoln that may be interested in providing clinic.

Medical Staff Recruitment

Emergency Room Provider is ongoing. Allison Byrd, MD, a new UNMC resident started in November 1 and will be here for 2 months.

Cerner "Community Works" Program

Further discussions with Cerner and Medsys have finalized a timeline to secure adequate building, education and testing with the Cerner electronic health record prior to conversion. KCHS will extend with CPSI our current electronic health record provider until March 23 with Cerner contractually agreeing to take on all costs for the extension.

Policies for Approval

(Policies were included with the Board Packet for review prior to the meeting)

- Telehealth Emergencies (Senior Life Solutions) – SLS *(New)*
- Lab/Imaging Release of Information – Health Information Management *(Revised)*
- Holiday Pay – Human Resources *(Revised)*
- Transportation Safety Policy – Senior Life Solutions/Human Resources *(New)*
- Obtaining Legal Signatures in the ER – Emergency Room *(Revised)*
- Reconciliation of Drugs into the Hospital Pharmacy – Pharmacy *(Revised)*
- Nurse Release of Uncross Matched Blood in Emergency Situations – Emergency Room *(New)*
- Influenza Vaccination – Infection Control *(Revised)*
- Perioperative Meeting Policy – Surgery *(New)*
- Hypersensitivity Protocol *(New)*
- Explanation of Restriction Process of Self-Pay Patient – Form *(Revised)*

Action Taken: A motion was made by Jeff Hanson to approve the above policies. The motion was seconded. Voting aye: Hanson, Olson, Stadler, and Dahlgren.

Absent and not voting: McBride
Motion Carried.

6. Medical Staff Report

Dr. Douglas Althouse, MD gave a brief Medical Staff Report. He commented on how having the UNMC residents here has been a good experience. It has given an opportunity to bring prospective Medical Staff members within our four walls, and in the case of Dr. Shelby Liesemeyer, an opportunity to get to know her and the way she practices. Dr. Althouse went on to mention how pleased he is observing the different residents, to have Dr. Shelby Liesemeyer joining KCHS. Mentioning she will be a perfect fit.

VII. Other Business

None

VIII. Executive Session

Action Taken: At 12:30 PM a motion was made by Sam Stadler to go into Executive Session for Credentials and Personnel Issues. The motion was seconded. Voting aye: Olson, Stadler, Hanson, and Dahlgren.

Absent and Not Voting: McBride
Motion Carried.

Other staff left the meeting except Luke Poore, Gavin Blum, Janell Shelton, and Rebecca Cooke.

Action Taken: A motion was made by Jeff Hanson to come out of executive session at 1:45 PM. The motion was seconded. Voting aye: Dahlgren, Hanson, Olson, and Stadler.

Absent and Not Voting: McBride
Motion Carried.

Action Taken: A motion was made by Sam Stadler to approve the applications/terminations listed below to the KCHS Medical Staff as presented by Janell Shelton, Clinic Office Manager. Voting aye: Stadler, Olson, Hanson, and Dahlgren.

Absent and Not Voting: McBride
Motion Carried.

Name	Title	Scope	Appointment	Reappointment	Active	Consulting	Affiliate	Locums	Courtesy	Association
Pravardhan Birathi	MD	Pain Management		X		X				GI Pain Relief Center

Action Taken: A motion was made by Jeff Hanson to approve the review of the CEO by the Board of Trustees, and adjust compensation following the annual evaluation completed. Voting aye: Stadler, Olson, Hanson, and Dahlgren.

Absent and Not Voting: McBride
Motion Carried.

IX. Other Comments/Communications

Date of the next monthly meeting is November 30, 2022 in the Functional Health Area beginning at noon.

X. Adjournment: With no further business the meeting adjourned at 1:47 PM.