



**Board of Trustees
Minutes
January 25, 2023**

The January 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, January 25, 2023. 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 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
Jeff Hanson
Dick McBride, Chairman
Stephen Olson, Secretary
Sam Stadler

KCHS Medical Staff

Jon Becker, PA-C

KCHS Staff

Luke Poore, CEO
Gavin Blum, CFO
Kendra Brown, CNO
Rebecca Cooke, COO
Janell Shelton, Director of Primary Care
Connie Jorgensen, Administrative Assistant

County Board of Commissioners

Brent Stuart

Others

Cindy Ramsey (*Minden Courier*)

II. Public Comments/Communication

Luke acknowledged a letter from Nikki Gausman, Executive Director of the S.A.F.E. Center in Kearney, thanking for a donation, a thank you from Payton Weeder for a KCHS scholarship, KCHS employees for funeral flowers/plants and for the book "Lift Up Thine Eyes" from a patient's family.

III. Approval of Minutes

Action Taken: A motion was made by Sam Stadler to approve the meeting minutes of the December meeting held on December 28, 2022. The motion was seconded.

Voting aye: Hanson, McBride, Olson, Stadler, and Dahlgren
Motion Carried.

IV. Old Business

1. Baxter Infusion/Syringe Pumps

Luke Poore, CEO updated the progress of recent purchases which included the Baxter Infusion/Syringe Pumps. The Infusion Pumps have been programed and in service, the Syringe Pumps are planned to be in service in February 2023 at this time.

2. Telemetry System Upgrade

Luke Poore stated that the Telemetry Upgrade will be completed later on in the year due to supply chain issues, and will update the Board of Trustees as a time is more focused in.

V. New Business

1. Election of Officers

The next order of business was Election of Officers for 2023.

Action Taken: A motion was made by Stephen Olson to nominate AJ Dahlgren as the Kearney County Health Services, Board of Trustees Chairman. There were no further nominations therefore nominations were ceased and voted. The motion was seconded.

Voting aye: Olson, Stadler, Dahlgren, Hanson, and McBride
Motion Carried.

Action Taken: A motion was made by Jeff Hanson to nominate Steven Olson as the KCHS Board of Trustees Secretary/Treasurer. Nomination ceased. The motion was seconded.

Voting Aye: McBride, Dahlgren, Stadler, Olson, and Hanson
Motion Carried.

The election was completed and Chairman Dahlgren continued with the Board of Trustees Meeting as Chairman.

VI. Reports

1. Kearney County Medical Fund

Luke reported that the Fund Committee will meet in February 1, 2023. The meeting will be focused on the 2023 Annual Golf Tournament and continued discussion concerning the Kearney County Day of Giving for future years.

2. KCHS Financial /Statistical Report and Update

a. Gavin Blum, CFO gave the Statistical & Financial Report for December 2022.

Balance Sheet	December 2022	November 2022
Total Current Assets	17,080,004	17,169,297
Net Capital Assets	11,913,367	11,692,802
Total Assets	28,993,372	28,862,099
Total Current Liabilities	1,471,344	1,412,939
Net Assets	24,816,900	24,722,544
Net Assets and Liabilities	28,993,372	28,862,099

Statement of Profit & Loss	December 2022	Budget	YTD
Net Operating Revenue	1,573,783	1,437,418	8,448,168
Total Operating Expenses	1,493,612	1,305,919	7,949,188
Income (Loss) from Operations	80,171	131,499	498,979
Non-Operating Revenue	14,186	50,199	145,090
Net Earnings (Loss)	94,356	181,698	644,069

Financial Indicators Fiscal Year 2023			
	October 2022	November 2022	December 2022
Days Cash on Hand	350	374	313
Days in Patient Accounts Receivables (Gross)	45	46	48

Financial Indicators Fiscal Year 2023 (Cost Per Day)			
	OCTOBER 2022	NOVEMBER 2022	DECEMBER 2022
CLINIC	6,977	5,810	7,420
HOSPITAL	32,768	32,056	38,512

Jon Becker, PA questioned what was included in the clinic/hospital cost per day. Gavin Blum communicated to the group that it is basically everything but depreciation, advertising, and insurance, also reiterating that salaries are a big portion of it. ER providers and staff are included in the hospital section.

Statistical Summary	December 2022	Statistic
Observation Days	16	Most since October 2021
CT Scans	119	Tied for 5 th most ever
Nuclear Medicine	8	Most this Fiscal Year
ER Visits	110	2 nd Most this Fiscal Year
Specialty Clinic Visits	131	1,790 Projected (1,931 in 2022)
Clinic Visits	744	8,818 Projected (9,177 in 2022)
Providers		
Jon Becker, PA	39	3 rd most ER Visits by Jon Becker
Andy Craig, MD	6	Most Provider Observation Admission since May 2021
Renee Grams, APRN	75	2 nd most Clinic Visits since October 2021
Diane Jackson, APRN	41	Most ER Visits for provider since October 2021
Allison Bird, MD Resident	131	Most clinic visits by UNMC Resident

ACCOUNTS PAYABLE REGISTER (Gross)	November 2022	October 2022
2 Payrolls & 3 Check-Runs	1,436,869.79	1,255,159.75

Bad Debt Report Averages				
December 2022	November 2022	Fiscal Year Avg. 2022	Fiscal Year Avg. 2021	Fiscal Year Avg. 2020
\$85,431.53	\$61,335.06	\$59,000	\$43,982	\$40,840

Gavin explained that this included two ER cases which totaled \$14,000 and \$16,000 respectively and another case that totaled ~18,000. The patients either refused to complete paper work for Charity Care and or just refuse to respond to our correspondence or to work with us leaving no alternative but to send them to collections.

Brent Stuart asked how successful collections are. Gavin explained that the collection agency takes 10% of what they collect but success really varies from month to month and depends on individual patients. Most instances are in our private pay patients which is 4-5% of our total revenue so he feels KCHS bad debt is lower than some other healthcare entities.

Action Taken: A motion was made by Sam Stadler to approve the Financial and Statistical Report and Bad Debt Report for December 2022. The motion was seconded.

Voting Aye: McBride, Olson, Stadler, Dahlgren, and Hanson
Motion Carried.

3. Ancillary Services Report

Rebecca Cooke, COO reviewed the Operations Report for January 2023. Rebecca touched on the monthly looks detailed in the packet pertaining to Outpatient Rehabilitation and Senior Life Solutions.

Overall, Rebecca noted there was nothing major outside of what Gavin Blum touched on in his statistical and financial report. Following the sharing of social media data, Rebecca made note of no separations in her monthly report. Rebecca also touched base on the annual turnover percentage, communicating the healthcare average being nearly 30% the last few years since the introduction to COVID-19, compared to the average of Kearney County Health Services being 11.5% in the fiscal year to date.

Rebecca touched on the incident reports filed in the month of December, showing a graphic of what areas and concerns the reports have stemmed from.

Hires

Position	Department	Status
Surgery RN	Surgery	PRN
Night RN	Acute	PRN

Recruiting

Position	Department	Status
RN / LPN (Night)	Acute	Full-Time
Clinic LPN or RN	Medical Clinic	Full-Time
Director of Quality Improvement/Infection	Acute	Full-Time

Turnover Rates

December 2022	YTD	Prior YTD 2021
0%	11.5%	12.2%

Employment Numbers

December 2022	Total	Full-Time	Part-Time/PRN	FTEs
	123	91	32	97.79

4. CEO Report

a. Outpatient Services Updates

Luke Poore discussed that he continues to be hopeful that a Urologist will be sourced, and a good fit for what Administration and Medical Staff are looking for in the future service. He stated he continues to have conversation with inReach on recruitment progress.

Luke also touched on what a Wound Care Program through Restorix Health could look like for Kearney County Health Services. He further communicated that there will likely be a couple different options, just depending on whether a partnership with Mary Lanning would be needed to provide the medical staff member portion of the service. Luke stated there isn't a huge rush, but felt it need to progress as there are needs in the area for the service, and an opportunity to assist area nursing homes as well.

b. Medical Staff Recruitment

Emergency Room Provider

Luke communicated that with Jordan Kohtz, APRN accepting the offer for an ER provider position, Jordan will start orientation with the other ER Providers March 20, 2023. Luke stated that Jordan will follow current ER providers for two months before transitioning to independent ER coverage.

Medical Provider Rotations

Luke touched on current student rotations within Kearney County Health Services from a Medical Staff perspective. Dr. Allison Byrd, MD finished her rotation December 31, 2022. Zachary Ehresman, MD and Tysen McDowell, PA started on January 4, 2023, and will be here well into February. Luke stated that Medical Staff has really enjoyed the opportunity with each since they began hosting. Luke confirmed

that Kearney County Health Services does plan to end the resident rotation agreement with UNMC effective June 30, 2023 with the planned start of Dr. Shelby Liesemeyer, MD in September 2023.

c. Cerner “Community Works” Program

Luke touched on the continued primary focus for all staff at this time being on a successful Cerner implementation. Luke communicated on the Integration Testing 2.0 event that began with Cerner on January 16. The week of January 16 was a focus with Cerner personnel onsite regarding clinical integration testing. The week of January 23 is a focus with Cerner personnel onsite for financial testing and workflows.

Luke stated that on the Ambulatory side, he has heard some reports of the Cerner build and workflows feeling a little fragmented in the flow and process compared to what we initially planned for. Luke also touched on Patient Accounting and Charge Services for implementation as concerns as well. Luke stated progress is being made on this front, but not at the rate we would like to see. Concerns are being relayed by Administration to Cerner on this, with action plans being provided by Cerner. Luke stated they will continue to be in close communication with Cerner, and that a lot more will be learned in the next few weeks as these two areas receive close supervision of progress.

d. Policies for Board Approval

- *Acute Care Nursing Standards of Practice –Acute (New)*
- *Facility Bypass Policy-Acute/ER/Medical Staff (New)*
- *Pay Practices-Human Resources (Revised)*
- *Resident ER Coverage- Emergency Room (New)*
- *Identification Badges-Human Resources (Revised)*
- *ER Nursing Standards-Emergency Room (Revised)*
- *Skilled Care Nutrition-Acute/ER (Revised)*
- *Helicopter Transport-Acute/ER (Revised)*
- *Remote Access Policy & Attestation – HIPAA (Revised)*
- *No Surprises Act- Administration/Business Office (Revised)*
- *Emergency Services General Info-Emergency Room (Revised)*
- *Prior Authorization and Centralized Scheduling at KCHS-Business Office (Revised)*
- *Nursing Assignments –Acute (Revised)*
- *Patient Care Services at KCHS-Acute (Revised)*
- *Business Continuity Plan-Radiology (Revised)*
- *Radiology Overview-Radiology (Revised)*

Action Taken: After review a motion was made by Dick McBride to approve the above policies excluding the “Facility Bypass Policy” for Acute/ER/Medical Staff to allow for further discussion. The motion was seconded.

Voting Aye: Olson, Stadler, Dahlgren, Hanson and McBride
Motion Carried.

5. Medical Staff Report

Jon Becker, PA-C, communicated to the group that he was more optimistic about the Cerner electronic health record than he was when Centriq was converted to. Jon stated that they are excited about Jordan Kohtz, APRN joining Kearney County Health Services, and that overall, it will be nice to be “live” with the new electronic health record.

VII. Other Business

Luke Poore communicated to the group that Connie Jorgensen, Administrative Assistant is cutting back hours consequently requesting that Rebecca Cooke, COO be added to the Minden Exchange Bank Signature Card and Connie Jorgensen’s name be removed. Names for signatures on checks going forward will be as follows: AJ Dahlgren (Chairman), Stephen Olson (Secretary), Luke Poore (CEO), and Rebecca Cooke (COO).

Action Taken: A motion was made by Steven Olson to add Rebecca Cooke, COO to the Signature Card and remove Connie Jorgensen. The motion was seconded.

Voting Aye: Stadler, Dahlgren, Hanson, McBride and Olson
Motion Carried.

VIII. Executive Session:

Action Taken: At 12:36 PM a motion was made by Steven Olson to go into Executive Session. The motion was seconded.

Voting Aye: Olson, Stadler, Hanson, McBride and Dahlgren
Motion Carried.

Other staff left the meeting except Luke Poore, Gavin Blum, and Rebecca Cooke, Janell Shelton and Brent Stewart (County Board of Commissioners Representative).

Action Taken: A motion was made by Dick McBride to come out of Executive Session at 12:47 PM. The motion was seconded.

Voting Aye: Dahlgren, McBride, Hanson, Olson, and Stadler
Motion Carried.

Action Taken: A motion was made by Dick McBride to approve the following applications for appointment or reappointment to the KCHS Medical Staff. The motion as seconded.

Voting Aye: Dahlgren, McBride, Hanson, Olson, and Stadler
Motion Carried.

Name	Title	Scope of Practice	Appointment	Re-Appointment	Active Staff	Consulting Staff	Affiliate Staff	Locum Staff	Affiliation
Amanda Dimmitt	MD	Radiology		X		X			GI, Kearney & Heartland Rad
Katherine Andrews	PLMHP	Mental Health		X			X		Psychiatric Medical Services
Jason Martinez	CRNA	Anesthesia		X			X		Kearney Anesthesia
Fang Yu	MD	Radiology		X		X			GI Radiology
Suzanne Greg	PLMHP	Mental Health		X			X		Lanning Center Behavioral Health
Kirby Knuth	MD	Cardiology		X		X			CHI Health Clinic-Kearney
Kathryn Cambron	MD	Radiology		X		X			GI /Plains Radiology
Jake Vrodolijak	MD	Radiology		X		X			GI Radiology
Nathan Hannemann	MD	Radiology		X					GI/Kearney/Plains Radiology
Jacquelyn Berke	PLMHP	Mental Health		X			X		Psychiatric Medical Services
Daniel Agraz	MD	Ophthalmology	X			X			Kearney Eye Institute

Action Taken: A motion was made by Sam Stadler to adjourn the meeting at 12:47 PM. The motion was seconded.

Voting Aye: McBride, Stadler, Dahlgren, Hanson, and Olson
Motion Carried.

IX. Other Comments/Communications

Date of the next monthly meeting is February 22, 2023 in the Functional Health Area beginning at noon.

AJ Dahlgren, Chairman

Stephen Olson, Secretary