



**Board of Trustees
Minutes
January 3, 2024
(December 2023 Meeting Rescheduled)**

The December 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 3, 2024. 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

Chairman Dahlgren called the meeting to order at 12:02 PM and called attention to the public meeting laws that are posted in the meeting room.

Present:

Board Members

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

County Board of Commissioners

Brent Stuart

Others

Cindy Ramsey (*Minden Courier*)

KCHS Medical Staff

Doug Wulf, APRN

KCHS Staff

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

II. Public Comments/Communication

A thank you for a funeral plant delivered to the Donna Schwenka family was cited by Luke Poore, CEO.

III. Approval of Minutes

Action Taken: A motion was made by Sam Stadler to approve the November 29, 2023 meeting minutes.

Voting Aye: Olson, Stadler, Dahlgren and Hanson.

Absent and Not Voting: McBride.

Motion Carried.

IV. Old Business

1. Mindray Telemetry Cerner Interface

Luke reported that Cerner has received our signed workorder Agreement for the Interface but it will take some time to complete. With the recent holidays, Cerner personnel have been a challenge to mobilize following signature of the agreement.

V. New Business

1. Medical Staff Rules and Regulations

Prior to the meeting the Board members were emailed a copy of the revised Medical Staff Rules and Regulations for review. Luke outlined different areas of change made to the document by legal review and the medical staff. The medical staff approved the revised document at the November 27, 2023 meeting.

Action Taken: After a brief discussion a motion was made by Jeff Hanson to approve the new KCHS Medical Staff Rules and Regulations. The motion was seconded.

Voting Aye: Olson, Stadler, Dahlgren and Hanson.

Absent and Not Voting: McBride.

Motion Carried.

VI. Reports

1. Kearney County Health Services Medical Fund

Luke Poore (CEO) communicated to the Board of Trustees that at the December meeting, the KCHS Medical Fund Committee approved the nomination of Michael Krings (Minden City Administrator) as a new member of the KCHS Medical Fund Committee, replacing Diana Hammer.

2. Financial/Statistical Reports

- a. Gavin Blum, CFO gave the Statistical / Financial Report for November 2023, along with the Bad Debt Report.

Balance Sheet	November 2023	October 2023
Cash and Cash Equivalents	7,383,958	7,165,424
Total Current Assets	19,472,770	19,366,145
Net Capital Assets	13,874,981	13,937,814
Total Assets	33,347,752	33,303,959
Total Current Liabilities	1,323,167	1,461,263
Total Liabilities	4,874,004	4,914,214
Net Assets	27,150,581	26,928,481
Net Assets and Liabilities	33,347,752	33,303,959

Statement of Profit & Loss	November	Budget	YTD
Net Operating Revenue	1,578,350	1,524,833	7,666,662
Total Operating Expenses	1,400,583	1,448,623	7,290,652
Income (Loss) from Operations	177,468	76,211	376,009
Non-Operating Revenue	44,332	42,875	296,021
Net Earnings (Loss)	222,099	119,086	672,030

Statistical Summary	November 2023	Statistic
SB Admissions	16	Most Ever
SB Days	103	6 th Most Ever
Lab Tests	2,737	Most this Fiscal Year
Ultrasounds	26	Most since March 2021
Vascular	16	Most since August 2022
Specialty Clinic Visits	150	On Track for 1,846 (1,781 in 2023)
Clinic Visits	694	On Track for 8,959 (8,810 in 2023)
PROVIDERS		
Dr. Douglas Althouse, MD	9	Most SB Discharges Ever
Dr. Cade Craig, MD	2	Most SB Discharges since May 2023
Renee Grams, APRN	71	Most Clinic Visits since December 2022
Shannon Kuehn, APRN	112	2 nd Most Clinic Visits this Fiscal Year

Accounts Payable Register (Gross)	November	Comments
(2) Payrolls & (3) Check-Runs	1,419,967.88	Included: Audit and Charge Master Review Costs, 2-month utilities, Capital Purchase -Microsoft Licenses, & Senior Life Solutions expenses.

b. Bad Debt Report and Analysis

November 2023	Average (Current FY)	Average (Last FY)
32,607.93	34,000	48,000

Action Taken: A motion was made by Stephen Olson to approve the Financial and Statistical Report including Bad Debt Report. The motion was seconded.

Voting Aye: Olson, Stadler, Dahlgren and Hanson.

Absent and Not Voting: McBride.

Motion Carried.

3. Ancillary Services Report

Rebecca Cooke, COO reviewed the Operations Report for November 2023. Rebecca started with the Senior Life Solutions Department, touching on the current program enrollment which is currently has eight (8) patients.

To conclude, Rebecca reviewed some marketing data from her report, as well as with Human Resources as it relates to recruitment and termination. Rebecca told the group that she will be in partner with a Company related to marketing where patients see KCHS information. She will start the 30-Day Free Trial soon.

Hires

Position	Department	Status
Lab Tech	Laboratory	Part-Time
Admissions Clerk	Clinic	Full-Time
Cook	Dietary	Full-Time
EVS Tech/Housekeeper	Housekeeping	Full-Time

Separations

Position	Department	Status
EVS Tech/Housekeeper	Housekeeping	Full-Time

Recruiting

Position	Department	Status
RN (Nights)	Acute	Full/Part-Time
EVS Tech/Housekeeper	Housekeeping	Full/Part-Time
Patient Care Coordinator	Clinic	Full-Time

Turnover Rates

November 2023	YTD	Prior YTD
3.1%	18.2%	11.4%

Employment Numbers

November 2023	Total	Full-Time	Part-Time/PRN	FTEs
	127	90	37	98.01

Safety/Risk - 21 Incident reports were reported. AJ Dahlgren questioned what was included with Medication errors. Discussion ensued concerning area of incident reports and other areas including Quality Assurance in which they are discussed with Medical Staff.

4. CEO Report

a. Outpatient Services

Urology – After a visit with KCHS Medical Staff and Administration, Dr. Kowitz had a change of heart and will not be coming to Nebraska due to concerns about winter weather and travel. The inReach Program has communicated that there are two new candidates being vetted for the position of need in Nebraska.

b. Cerner

The Cerner resource for the revenue cycle continues to meeting with KCHS per Zoom on a weekly basis. As we continue to see thing progress and improve, we are getting more on the side of maintaining versus damage control. We still see staff shuffling on Cerner’s side and a complete revamping of their customer support. In general, clinically, it continues to move along pretty well with good feedback.

c. Community Health Needs Assessment

Committee will meet on January 4, 2024 to identify various opportunities.

5. Medical Staff Report

Doug Wulf, APRN updated the group with great appreciation for Dr. Liesemeyer fitting right into the hospital and clinic areas. He thanked the group for their continued support.

2. **Executive Session**

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

Voting Aye: Olson, Stadler, Dahlgren and Hanson.

Absent and Not Voting: McBride.

Motion Carried.

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

End of Executive Session: At 12:58 PM a motion was made by Jeff to end Executive Session.

Voting Aye: Olson, Stadler, Dahlgren and Hanson.

Absent and Not Voting: McBride.

Motion Carried.

3. **Other Comments/Communications**

Next meeting will be January 31, 2024 at Noon in the Functional Health Meeting Room beginning at noon.

4. The meeting adjourned at 12:59 PM.

AJ Dahlgren, Chairman

Stephen Olson, Secretary