

RAWLINS COUNTY HEALTH CENTER BOARD OF TRUSTEES

Monday, April 23, 2018

5:30 PM

REGULAR BOARD MEETING

Rawlins County Health Center Education Room

1. **CALL TO ORDER:** Board Chairperson Harlan Holste called the meeting to order at 5:30 PM. Board members present included: Holste, Cedric Green, Roger Philpott, Rosalie Ross, Mike Mulligan, Gordon Crowdis, Matt Wolters and Mike Braxmeyer arrived after the first vote. Also present: Sharon K. Cox, CEO, Heather Prideaux, CFO, Destiny Schroeder, Information Systems Director, Amber Withington, CCO, Jenn Hurst, Clinic Operations Director, Ryan Marvin, Support Services Director, Tara Bowles, Employee Relations Director/Recording Secretary, Lou Ann Wilroy, Centura VP Outreach Health, Jason McCormick, Centura Financial Consultant and Lloyd Huff, Square Deal. Board member absent: Phil Studer.
2. **AGENDA:** Wolters moved to approve the agenda; second by Philpott; motion carried 7/0.
3. **MARCH 26, 2018 REGULAR BOARD MEETING MINUTES:** Ross moved to approve the March 26, 2018 Regular Board Meeting Minutes; second by Wolters; motion carried 8/0.
4. **FINANCE COMMITTEE REPORT:** The check registers were presented and reviewed by the Finance Committee who meet earlier in the day and there were no concerns to address.
5. **MARKETING/FOUNDATION WRITTEN REPORT:** Wolters noted the recent Facebook videos produced by the Marketing Department had been well received and he commended this department.
6. **SARA HATFIELD, RADIOLOGY SERVICES MANAGER:** Hatfield went through reasons why RCHC needs a new treadmill for stress test services. The current equipment is no longer working, and parts are no longer available as this equipment is approximately 17 years old. Hatfield requested the Mortara Instrument, Inc. treadmill be purchased. Wolters moved to approve the purchase of the Mortara treadmill for \$14,234.00, \$7,602.93 was from the Elma Lee Erickson Memorial; second by Mulligan; discussion ensued. Motion carried 8/0.
7. **ADMINISTRATIVE REPORTS:**

Prideaux reviewed the statistics as of March 31, 2018. Inpatient acute admissions are projected to be up at the end of the year, but swing bed days are down. Wound care is up from last year. Direct access labs have been added to the statistics and are increasing.

The financial review showed that the year to date revenue is down from this time last year. McCormick shared that with swing bed volumes down, this is also affecting the amount of physical therapy and other ancillary services. There have been advancements in orthopedic surgeries, and patients do not need as much rehabilitation in some cases. RCHC has received \$70K from the 340B program. Expenses have increased. Prideaux will be investigating why they are up. Prideaux and Bowles are currently looking at employee wages in preparation for

increases. Recruiting expenses for Jason Kearns, PA-C were mentioned. RCHC is currently showing a profit for month to date, but a loss for year to date.

Prideaux reviewed the Balance Sheet, and days cash on hand are at 108 days as of March 31, 2018. A new group purchasing organization (GPO) has been implemented in-house through Centura. The ChargeMaster and a mid-year cost report are being reviewed as well.

McCormick reminded the board about their fiduciary duty to the hospital and stated with that comes the duty to choose an auditor to support the hospital through the audit and Medicare Cost Report process. Two quotes were presented, one from DZA who is out of Washington state and will have additional travel expense and the other from BKD who is out of Kansas. RCHC has used BKD's services for several years. Wolters moved to retain BKD to complete the RCHC audit and Medicare Cost Report; second from Mulligan; motion carried 8/0.

Schroeder presented credentialing to be approved for: David J. Hadford, MD, Plains Radiology Services, Kearney, NE – Consulting – reappointment; Jenny L. Niblock, APRN/NP, Family Center for Health Care, Colby, KS – Allied Health – reappointment; Jason E. Kearns, PA, Rawlins County Health Center, Atwood, KS – Allied Health – appointment; Marcus S. Kirkpatrick, MD, Plains Radiology Services, Kearney, NE – Consulting – appointment. Wolters moved to approve the credentialing as presented; Mulligan seconded; motion carried 8/0.

Schroeder then gave a credentialing update to Avera Schedule 1 with the addition of Dr. Allen Sazama. Ross moved to approve; Wolters seconded; motion carried 8/0.

Sramek gave a telemedicine update stating there are two Nephrologists who have been credentialed and RCHC will begin seeing patients soon.

Marvin stated all window for the Surgical Suite area have been received, installed, and are working. Marvin then presented an invoice from TCC Corporation in the amount of \$12,367.00 to close out the construction project. Wolters moved to approve the payment to TCC Corporation in the amount of \$12,367.00; Philpott seconded; motion carried 8/0.

Marvin stated RCHC has benefited from its relationship with Centura in that he was able to acquire some updated office equipment at no cost. This has helped employee morale as some have received new chairs, tables, and the facility received a new ice machine. National Hospital Week is May 6th-11th, employee events will be scheduled daily.

Braxmeyer asked about the empty lot beside the hospital and if grass is going to be planted there. Marvin stated there is some dirt work which needs to be completed before grass can be planted and stated he is looking into options.

Withington gave a Q1 Risk Management report stating the standard of care was met in all cases. Withington stated departments have had to work hard to come up with good quality initiative projects. Quality Assurance includes checking temperature logs and testing machinery to ensure proper results are given. Quality Initiatives include a national effort that builds upon the existing work by setting measurable targets to improve the quality of care in health care settings. Withington encouraged the board members to attend future Quality Initiative meetings if they are available as RCHC strives to continue to set the standard of quality healthcare.

Cox presented the Q1 Compliance Report meeting minutes and stated the committee will meet quarterly.

8. **CENTURA REPORT:**

Wilroy gave an update on the CEO search stating Sue Forester, a senior recruiter at Centura, will be heading up this process. Forester is currently working on the job description and will be reviewing the salary and compensation package as a fair market value amount. Cox plans to remain in her current CEO position until the end of October 2018, and Centura plans to post the position in June and has stated it usually takes 30-90 days to get a candidate in place. Centura will support the RCHC Board in the hiring and recruitment process. The RCHC Board will review the job description and package being offered to the CEO candidates. The job will be posted nationally and Centura will pre-screen all candidates to make sure they meet certain criteria. Centura will plan to bring the two best candidates to the board to be interviewed and to make a final decision.

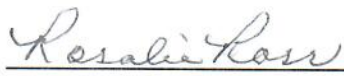
9. **CHAIRPERSON REPORT:**

Holste stated the May Board meeting falls on Memorial Day and he asked for suggestions as to a rescheduled date. The consensus was to move the May Board meeting to May 21st at 5:30 PM.

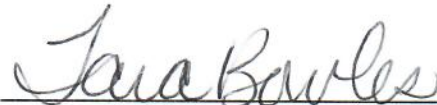
10. **ADJOURN:**

There being no further business to come before the Board, the meeting adjourned at 6:29 PM.

Respectfully Submitted,



Rosalie Ross, Secretary



Tara Bowles, Recording Secretary