

RAWLINS COUNTY HEALTH CENTER BOARD OF TRUSTEES

Monday, May 21, 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 5:32 PM. Board members present included: Holste, Cedric Green, Roger Philpott, Rosalie Ross, Matt Wolters, Phil Studer and Mike Braxmeyer. Also present: Sharon K. Cox, CEO, Heather Prideaux, CFO, Destiny Schroeder, Information Systems Director, Amber Withington, CCO, Jenn Hurst, Clinic Operations Director, Kim Sramek, DON, 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: Mike Mulligan.
2. **AGENDA:** Wolters moved to approve the revised agenda; second by Ross; motion carried 7/0.
3. **APRIL 23, 2018 REGULAR BOARD MEETING MINUTES:** Ross moved to approve the April 23, 2018 Regular Board Meeting Minutes; second by Philpott; motion carried 7/0.
4. **MARKETING/FOUNDATION WRITTEN REPORT**
5. **FINANCE COMMITTEE UPDATE:** The check registers were presented and reviewed by the Finance Committee who met earlier in the day, there were no concerns to address.
6. **ADMINISTRATIVE REPORTS:**

Prideaux reviewed the statistics as of April 30, 2018. There was a decrease from March 31st to April 30th in the number of acute admissions, acute patient days, rural health clinic visits, MRI's, physical therapy, wound care visits and surgical procedures. For the same timeframe, there was an increase in swing bed admissions, swing bed patient days, CT scans, x-rays, lab tests, ER visits and direct access labs.

Prideaux reviewed the financials stating RCHC remains at 102 days cash on hand as of April 30th. Prideaux and her department are working on the 2019 Operational and State Budgets, the Fixed Asset analysis, Specialist Clinic Contract Updates, Revisions and Compliance, RVU rate setting analysis for Provider bonuses, year-end inventory, set-up of the 340B Community Benefit program and the wellness incentive for health insurance. Completed projects include a charge master update and the annual employee rate increase review with new rates being effective May 1, 2018.

Prideaux presented three different indigent care write-offs, the first being \$22,383.10 (63 different Legacy accounts); the second being \$12,335.07 (accounts on the Athena system); the third being \$16,901.15. Braxmeyer moved to approve the indigent care write-offs in the amount of \$51,619.68; second by Wolters; discussion ensued; motion carried 7/0.

Wolters asked why not allow the patient who was making small monthly payments to continue until the balance on their account is paid off. Prideaux stated the net days in AR are very high due to accounts like this having sat for extended amounts of time.

Schroeder presented credentialing to be approved for: Delane A. Wycoff, MD, Pathology Services, North Platte, NE-Consulting-reappointment and Sean D. Denney, MD, Platte Valley Medical Group, Kearney, NE-Consulting-reappointment; Wolters moved; Philpott seconded; motion carried 7/0.

Marvin discussed the HVAC quotes from Glassman Corporation, Parde Electric Heating & Cooling, LLC and Gary's Electric for the electrical to go along with Parde Electric's quotes. They are for Carrier High Wall Indoor Units or for Ceiling Cassette Units. A grant was applied for but unfortunately not awarded to help defray these costs. RCHC has \$40K in restricted savings for this project. The North and South ends of the Rural Health Clinic hallway are hot in the summer and cold in the winter. The quotes are for nine in the ceiling or on the wall in each office high wall or ceiling cassettes. Glassman Corporation's quote for the high wall units is \$36,750.00 and the ceiling cassette units is \$39,500.00; Parde Electric's quote for the high wall units is \$39,236.06 and the ceiling cassette units is \$44,640.89. Braxmeyer moved to accept the option #2 from Glassman Corporation in the amount of \$39,500 to upgrade the clinic hallway HVAC system; second from Wolters motion carried 7/0.

Marvin stated the down payment for the elevator updates would be sent this week and then they will begin building the update.

Withington discussed the Quality Health Indicator Core Measures Dashboard-RCHC is a Best Practice Top Performer for the measure of hospital acquired infections per 100 inpatient days and for unassisted patient falls per 100 inpatient days; the readmissions within 30 days is lower than the state average and lower than the QHi average; the percent of return ER visits within 72 hours is a current quality initiative being worked on by RCHC staff, patients are being called after they are discharged from the ER to make sure they have made follow up appointments and have refilled their medications; the percent of staff turnover is good; days cash on hand is good; gross days in AR are better than state and QHi average.

Sramek discussed the Avera eCare patient encounters which were up from March 2018; Encounters as a percentage of facility's total ER visits went up from March, had to do some employee training to remind them to use it; Encounters by Chief Complaint are documented as well with the most being cardiac/chest pain and minor traumas.

7. CENTURA REPORT:

Wilroy stated there would be a regional advisory committee meeting this coming Wednesday in Goodland. Thom Hauer, Centura Regional HR, will be presenting at this meeting and giving recommendations as to how to move forward. There will be an update on the three work groups to include marketing, provider recruiting and Athena. The provider meeting is planned for June 12th for the three hospitals, hope to have some from Denver attend as well. Kyle Herspring will be attending St. Anthony's for ATLS training, he will go to dinner with staff and will be in the ER department. Work is still being done for the CEO search, Wilroy will be in contact with Holste before the next scheduled RCHC Board meeting for an update.

8. **CHAIRPERSON REPORT:**

Holste reminded the Board members whose terms are expiring (Position #1-Matt Wolters, Position #2-Rosalie Ross, Position #3-Mike Mulligan and Position #4-Harlan Holste) to register by June 1, 2018, at the courthouse to run for their positions. The RCHC Board of Trustees was saddened to hear of the loss of its member, Gordon Crowdis. Board members will need to vote on the person they feel will best fill Crowdis' position and will need to take that name to the County Commissioners to be appointed.

Holste asked for volunteers from the board to be on the Finance Committee which meets at 4:30 PM, the day of the regularly scheduled board meeting, to go over the check registers. Studer volunteered to take Crowdis' position on the Finance Committee.

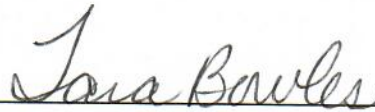
9. **ADJOURN:**

There being no further business to come before the Board, the meeting adjourned at 7:12 PM.

Respectfully Submitted,



Rosalie Ross, Secretary



Tara Bowles, Recording Secretary