

Phillips County Hospital
BOARD OF TRUSTEES' MEETING
Education Conference Room, Phillips Co. Hospital
May 15, 2014

Board Members Present:

Art Henrickson	Hazel Ames
Stanley Kats	Arliss Hatcher
Sandi Preuss	Stanley Robb
Nicki Jones	Mark Gervais
De Suchsland	

Staff Present: Dave Engel, CEO
Les Lacy, Regional VP for GPHA
Rhonda Kellerman, Clinic Administrator
Christi Driggs, CFO, Phillips County Hospital
Peggy Fabin, Recorder

Community Present:

Frankie Forbes Board Attorney, Darrel Conrade of Conrade Insurance, John Beim, Codi Gade, Larry L. Hall, Fred W. Hoppe, Joanne Miller, Jim Miller, Glenna F. Werner, Lou Plummer, Lynne Hoover, Richard Ames.

Art Henrickson called the Board of Trustees' meeting to order at 7:00 p.m. in the Education/Conference Room at the Phillips County Hospital. Changes were made to the agenda: After Public Comment: 7 (b) Liability Insurance presentations. Under Communications 5 (b) Medical Staff will be after the Liability Insurance presentation. Sandi Preuss would like to add to Communications (c) Auxiliary. Nicki Jones made a motion to accept the agenda as amended. Stan Kats seconded the motion. Motion carried.

Consent Agenda: April 15th minutes, Mark Gervais corrected his comment to Fred Hoppe in the Public Comment- Mark Gervais reported that mileage is paid from each members home to the meeting round trip, not one way, and the Trustees are paid \$5.00 per meeting. Les Lacy reported that the GPHA report was not in the consent agenda and he would give a condensed version under Reports: 4 (c). Stan Kats made a motion to accept the consent agenda as amended without the GPHA report. Hazel Ames seconded the motion. Motion carried.

Public Comment: None

Dave Engel introduced Amanda Atkisson, newly hired Executive Recruiter.

Dave Engel introduced Darrel Conrade of Conrade Insurance Group Inc., Newton Kansas. Darrel presented a general overview of the Professional Liability, Employee Benefits Liability and Directors and Officers Liability, insurance coverage the Hospital has along with coverage limits and benefits. Darrel answered any questions that the Board asked pertaining to the insurance policies.

7:56 Darrel Conrade left the meeting.

Medical Staff Report:

Medical Staff report: Jennifer Hamons reported on the new migraine therapy treatment. A patient has started on this new therapy for migraines with good results. Providers are anxiously awaiting the ER Avera system. The Avera crew is coming for a site visit tomorrow. Jennifer has enjoyed her time with the Kansas Rural Health Pilot Project Taskforce with Smith and Osborne counties. Jennifer feels that it is a great group to work with.

8:10 Jennifer Hamons left the meeting.

Reports:

Board Financial Report: Mark Gervais presented the Hospital Board of Trustees report for April 2014. Mark wanted to correct a comment he made at the April meeting. At that meeting, Mark reported that the Board did not give the hospital funds for operations in the last fiscal year. However the Board did give the hospital funds in June 2013 for operations. Mark wanted to make it clear, that since his position as treasurer, the Board has not given monies to the hospital for operations.

	Beginning Balance	Income	Expense	Ending Balance
Checking	\$ 5,082.37	\$5,772.41	\$ 5,772.00	\$ 5,082.78
Money Market	\$ 355,077.32	\$ 114.75	\$ 5,772.00	\$ 349,420.07
We Care Fund	\$ 10,252.57	\$ 1.57	\$.00	\$ 10,254.14
First National Bank Certificates of Deposit				\$ 194,964.97
We Care CD's				\$ 9,500.00
Total Board Assets				\$ 569,221.96

Hospital Financial Report: Christi Driggs presented the hospital financial reports for April 2014.

Total Assets / Liabilities	\$4,104,149
Cash Available for Debt Service	\$ 438,346
Total Patient Care Days	150
Clinic Visits / Services	816
Total Ancillary Services	6333

Les Lacy presented the GPHA report. GPHA will be hosting a CEO round table. Eldon Schumacher, GPHA Vice President for Reimbursement will be speaking on 190 J reimbursements. Deb Weaver, GPHA Vice President for Fiscal services has been working with staff on AR performance, prior authorizations, and the revenue cycle.

Communications (Information Only)

Administrator Report: Dave Engel reported that Gail Boaldin, D.O.N. will be presenting at an American Hospital Association and Health Research Education Trust program in Topeka May 29th. Gail will be presenting on the topic of Hospital Acquired Pressure Ulcer & Falls with Injury Harm Reduction. Nine staff members recently attended the Lean Six Sigma training at our facility with Trainer from Denver, Colorado. Next week staff from Good Samaritan Hospital, Kearney Nebraska will visit. Four Hansen healthcare scholarships were awarded to three nursing students and a physical therapy assistant student. The grant request to the Robert E. and Patricia A. Schmidt Foundation from Hays for the Clinic's EMR system was denied. Dave wanted to keep the board abreast of equipment needs of the facility. A boiler replacement will most likely be needed before fall. Last year at times we were down to just one boiler operating out of the three boilers to heat the facility. A boiler replacement could be around \$30k-40k.

Sandi Preuss wanted to remind the Board of how important the Hospital's Auxiliary is to the facility. In the past year they have purchased \$7,485.00 of items for the hospital and clinics. Some of the bigger items are the 70 inch TV and conference phone in the Board room, benches for the clinics, lift chair for patient room and many more items. The Auxiliary donations come from many hours of volunteer time from the Auxiliary gift shop sales, HCI Fundraiser, Books are Fun proceeds, Cookie fund, Memorial donations, Winter Bazaar and dues. Board members signed a card for the Auxiliary members to let them know that their time and efforts are truly appreciated.

Old Business:

Community Education: Arliss Hatcher reported on the 2014 marketing plan. Marketing information will be centered on the providers, hospital and clinic services, and the benefits of those services to our patients. Newspaper, radio, mailers and flyers will focus on the benefit of the service to the patients. Additional marketing strategies are being considered. Art Henrickson

asked for volunteers to be on the Community Education sub-committee. At the present time Arliss Hatcher and Mark Gervais are on the committee. Sandi Preuss volunteered to be on this committee.

Patient Experience: Nothing to report.

Business Development: Mark Gervais reported that the Board has been conducting an analysis of various board and hospital lease agreements. Mark presented a power point presentation showing a total of ten proposal requests had been sent to ten management companies. Five of the ten management companies didn't respond, two of the management companies declined to offer a lease/management proposal. The three that responded were Hays Medical Center, Rural Community Hospitals of America Kansas/Missouri and Great Plains Health Alliance. Each management company has done a site visit at Phillips County Hospital. The Board is in the process of reviewing the proposals with no recommendations at this time.

Facility planning update –The Facility focus group met Tuesday May 6th; results of the services survey were shared, along with the 10 year liability and cash flow report. The four options pros and cons were reported on along with the Phillips County mill levy report, tax calculation examples, and the update that CG Architect presented for option 3&4 facility lay out.

Housing- will be discussed during executive session.

New Business: The Phillips County Healthcare Foundation that the hospital had was created in 1991 and disbanded in 2001. Frankie Forbes spoke of the renewal process, application with the Secretary of State, EIN number from IRS etc. to renew the Phillips County Healthcare Foundation. Frankie also reviewed the need for By Laws, Chairman, Secretary, Treasurer, board members and 501 (3) (c) status needed for the Foundation. Sandi Preuss moved to proceed with re-instating the Phillips County Healthcare Foundation. Arliss Hatcher seconded the motion. Motion carried. Frankie Forbes stated that the number of Foundation Board members needed, would be determined by the Hospital Trustees Board but that it must be comprised of both community members and Hospital Board members. Sandi Preuss motioned for Mark Gervais to be the facilitator to get the Foundation reinstated. Stan Kats seconded the motion. Motion carried. Sandi motioned for Dave Engel or an appointed designee to contact community members to find those willing to serve on the Foundation Board. Motion seconded by Mark Gervais. Motion carried. Discussion followed on the number of Foundation Board members needed. Stan Kats moved, Sandi Preuss, seconded that the Foundation Board be comprised of five members, three of them to be from the Hospital Board and two from the community at large. Motion carried. Appointed were Stan Kats, Mark Gervais, Hazel Ames. Frankie Forbes reminded the Board that Foundation ByLaws, conflict of interest policy, job descriptions for the Foundation Board, etc. should be completed within 60-90 days. He offered a template to assist in the endeavor.

Mark Gervais moved that the Board enter executive session for a period of 15 minutes to discuss

trade secrets. Hazel Ames seconded. Motion carried. Chairman Henrickson announced that there would be a 4 minute recess with the executive session to resume at 9:11 p.m. He asked Dave Engel, Les Lacy and Frankie Forbes to attend the executive session. John Beim, Codi Gade, Larry L. Hall, Fred W. Hoppe, Joanne Miller, Jim Miller, Glenna F. Werner, Lou Plummer, Lynne Hoover, Richard Ames, Christi Driggs, Amanda Atkisson, Peggy Fabin left the meeting.

Executive Session: The Board entered executive session at 9:11 p.m. and returned to regular session at 9:25 p.m. Fred Hoppe, John Beim, and Richard Ames reentered the meeting. No action taken. Arliss Hatcher moved that the Board enter executive session for a period of 10 minutes to discuss additional trade secrets. Stan Kats seconded. Motion carried. Fred Hoppe, John Beim, and Richard Ames left the meeting. Board entered executive session at 9:26 p.m. and returned to regular session at 9:36 p.m. Fred Hoppe, John Beim, and Richard Ames reentered the meeting. No action taken. Arliss Hatcher moved that the Board enter executive session for a period of 15 minutes to discuss real estate. Seconded by Mark Gervais. Motion carried. Fred Hoppe, John Beim, and Richard Ames left the meeting. The Board entered executive session at 9:39 p.m. and returned to regular session at 9:54 p.m. Fred Hoppe, John Beim, and Richard Ames reentered the meeting.

Open Meeting: Arliss Hatcher moved that the Board authorize Dave Engel, in cooperation with the housing sub-committee, to proceed with the purchase of housing to be used temporarily by professional staff. Sandi Preuss seconded. Motion carried.

Adjournment: De Suchsland moved that the meeting adjourn. Seconded by Stan Kats. Motion carried. Meeting adjourned at 9:56 p.m.

Secretary Hazel Ames

Recorder Peggy Fabin