

**Phillips County Hospital**  
**BOARD OF TRUSTEES' MEETING**  
**Education Conference Room, Phillips Co. Hospital**  
**October 16, 2014**

**Board Members Present:**

Art Henrickson  
Stanley Kats  
Sandi Preuss  
Nicki Jones  
De Suchsland

Hazel Ames  
Arliss Hatcher  
Stanley Robb  
Mark Gervais

**Staff Present:** Dave Engel, CEO

Les Lacy, Regional VP for GPHA  
Christi Driggs, CFO  
Rhonda Kellerman, Clinic Administrator  
Peggy Fabin, Recorder

**Community Present:**

Board Attorney Frankie Forbes, John Beim, Larry L. Hall, Fred W. Hoppe, Richard Ames, Wes Russom, Sally Myer, RN.

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. Additions to the agenda are a 15 minute executive session. Arliss Hatcher motioned to accept the agenda with the request for executive session. Nicki Jones seconded the motion. Motion carried.

**Consent Agenda:** Arliss Hatcher had one correction to the September minutes in that she was an original housing committee member and did not volunteer at the September meeting. Stan Kats made a motion to accept the consent agenda with the noted correction of the minutes and with the addition of item #E- Physician Recruitment report each month. Arliss Hatcher seconded the motion. Motion carried.

**Public Comment:** None

**Reports:**

**Board Financial Report:** Mark Gervais presented the Hospital Board of Trustees report for September 2014.

	Beginning Balance	Income	Expense	Ending Balance
Checking	\$ 5,085.73	\$2,637.92	\$ 2,637.50	\$ 5,086.15
Money Market	\$ 202,220.19	\$ 12,335.79	\$ 2,637.50	\$ 211,918.48
We Care Fund	\$ 10,283.07	\$ 24.37	\$ .00	\$ 10,307.44
Certificates of Deposit				\$ 194,964.97
We Care CD's				\$ 9,500.00
		<b>Total Board Assets</b>		<b>\$ 431,777.04</b>

**Hospital Financial Report:** Hospital financial reports for September 2014.

	Current Month	Previous Month
Cash	\$360,488	313,783
Accounts Receivable	\$1,775,989	\$1,775,989
Total Assets	\$4,099,301	\$4,086,775
Accounts Payable	\$390,939	\$413,353
Total Liabilities	\$1,610,546	\$1,516,455
Current Ratio	1.76	1.82

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Service Revenue	\$783,582	\$894,768	\$5,5249,611	\$5,283,378
Net Patient Service Revenue	\$773,032	\$873,561	\$4,991,149	\$5,015,520
Net Income (Loss)	(\$84,203)	\$4,975	\$(155,370)	\$(192,612)
Cash Available for Debt Service	\$98,070	\$138,974		

\*\* Our year-to-date actual net loss is below budgeted net loss by \$37,242 which means we are doing better than expected at this time.

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Days	154	224	1,139	995
Average Patient Days	5.1	7.2	6.2	5.43
ER Visits	122	120	714	702
Outpatient Services	4,027	4,405	25,289	24,880

### Communications (Information Only)

**Medical Staff:** No Medical Staff meeting, due to attendance of staff at out of town meetings.

**Administrator Report:** Dave Engel introduced Sally Myer, new Director of Nursing. Sally moved here from Wyoming and joined Phillips County Hospital in June as a night Charge Nurse. Sally brings 32 years of RN experience with 4 years in management, 1 year as a health service administrator and 2 years as a performance improvement coordinator. Sally completed her Masters of Science in Management in 2010 and is  $\frac{3}{4}$  done with her Masters of Science in Quality Assurance. Dave reported that Dr. Ben attended a provider/clinical presentation in Hays on Tuesday at the Kansas Heart/Stroke Coalition meeting. Dr. Ben signed up to be on the 'clinical' committee for the Heart/Stroke Coalition. Key staff attended sessions this past week in Salina on Meaningful Use. There are 12 measures in the 1<sup>st</sup> stage of meaningful use and Phillips County Hospital is meeting 80-90% for those. The Kansas Hospital Association annual meeting is November 12-14 in Overland Park, Kansas. Phillips County Hospital has two being recognized at the meeting. Doug Molzahn has been nominated for hospital employee of the year and Art Henrickson was nominated as Board Trustee of the year. The boiler installation will begin next week. Brian Lee from Custom Learning Inc. will be here Tuesday Oct. 21 and Wed. Oct 22<sup>nd</sup> to lead a focus group discussion with respect to customer service for staff and Trustees. Arliss Hatcher, Art Henrickson, will attend the session on Tuesday the 21<sup>st</sup>. Art Henrickson, Sandi Preuss and Dave Engel will be attending the Legislative dinner and meeting in Hays October 22<sup>nd</sup> at 6 p.m. Dave will be attending a KHA workers compensation board meeting on October 24<sup>th</sup>. Staff is in the planning stages for a spring 2015 Ladies health fair. The grant application for the clinic EMR system to the Baehr Foundation was denied. Peggy Fabin is processing grant applications to four local foundations for assistance with the new hospital. Peggy is researching options for brick and mortar grants for a new facility. Peggy has been in contact with interested philanthropic individuals. A recruiting/ retention grant application was accepted by a local foundation. Dave will be working with the foundation on this grant.

7:30 - the meeting switched to the ITV connection with Mike Hand GPHA CFO and Senior Vice President. Mike presented the Board's and hospital's independent audit reports and financial statements for fiscal year end March 31, 2014 from BKD LLP, CPAs and Advisors. Mike answered questions presented from the Board.

8:03 - Chairman Henrickson called for a 5 minute break. Wes Russom left the meeting.

8:08 – Entered into regular meeting.

Dave reported that the surgical department was in hopes of having needed equipment and credentialing for Dr. Savin, Orthopedic surgeon, in place by November, unfortunately this all takes time. Dr. Savin won't be starting in November with his outpatient clinics as anticipated. The projected date for Dr. Sarin's outpatient clinic is January 2015. The new sleep clinic will start the weekend of October 18<sup>th</sup> and 19<sup>th</sup> at the hospital and there are currently patients scheduled to utilize this service. Kelly Vanderplas, Marketing Director continues to meet with groups and organizations providing information on our clinic and hospital services. Our next postcard will showcase the Physical, Occupational, and Speech Therapy department.

### **Old Business:**

Community Education: nothing to report.

Business Development: Stan Kats reported that the lease to management transaction has begun. A letter of intent of the change has been sent to KDHE, CMS, and etc. Re-certification for a Critical Access Hospital designation has been sent.

Housing- Sandi Preuss reported that the maintenance men had removed the carpet from the house, estimates have been requested from two local flooring companies and carpentry estimates were being sought. Updating of the kitchen and bathroom is needed.

Foundation- Mark Gervais reported that 3 Foundation Board members attended a Kansas Healthcare Philanthropy Network meeting in Salina on Sept. 24. Great information and contacts were gathered from this meeting. A speaker, who had been in foundation work for years, has agreed to come to Phillipsburg and help the Foundation Board in changing their direction from "money Making projects" to philanthropy. The group will be working on their mission and vision statement for the Foundation.

### **New Business:**

Donna Winchell, Director of Health Information Management gave a power point presentation on E-Health records. With the input of electronic medical records patients can now sign up with My Health e Records for simple and secure access to all of their health records in one place, any time through the internet. Kansas Health Information Network (KHIN) is a governmental portal for Kansans to obtain their personal health information from anywhere in Kansas and soon, from any other state. It also provides a patient a secure way of sharing medical information with trusted health care providers. Doing so gives providers an accurate and complete picture of their health while reducing errors and duplicate tests. Contact the HIM (Health Information Management) department to get the directions to sign up for the E-Health records.

**Executive Session:** Arliss Hatcher moved that the Board enter into executive session for a period of 15 minutes to discuss real estate; seconded by Mark Gervais. Motion carried. Chairman asked that Frankie Forbes, Dave Engel, Les Lacy and Christi Driggs to stay. John Beim, Fred Hoppe, Larry Hall, Richard Ames, Sally Myer, Rhonda Kellerman, and Peggy Fabin left the meeting. Executive Session began at 8:58 p.m.

9:13 p.m. Open meeting resumed. Fred Hoppe, John Beim and Richard Ames returned to the meeting.

**Adjournment:** There being no further business, Stan Kats moved and Sandi Preuss seconded that the meeting adjourn. Meeting adjourned at 9:15 p.m.

Secretary Wazel Ames

Recorder Peggy Fabin