

**Phillips County Health Systems
BOARD OF TRUSTEES' MEETING
Education Conference Room, Phillips Co. Hospital
June 18, 2015**

Board Members Present:

Art Henrickson	Hazel Ames
Stanley Kats	Stanley Robb
Sandi Preuss	Mark Gervais
Arliss Hatcher	Sarah Rudd
Nicole Jones -Absent	

Staff Present: Dave Engel, CEO
Rhonda Kellerman, Clinic Administrator
Les Lacy, Regional VP for GPHA
Christi Driggs, CFO
Jennifer Hamons, P.A. C-
Amanda Atkisson, Recruiting
Sally Myer, Director of Nursing
Vickie Gibbs, RN
Peggy Fabin, Recorder

Community Present:

Board Attorney Frankie Forbes, John Beim, Larry L. Hall.

Chairman 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 to the agenda are: Added to Communications #5 c, Board Member education, presented by Frankie Forbes, Board Attorney. #5 b, Medical Staff report will be moved to follow the consent agenda and to be presented by Jennifer Hamons, P.A.C- Mark Gervais motioned to accept the agenda with the addition and change. Hazel Ames seconded the motion. Motion carried.

Consent Agenda: The statistics and GPHA report were not in the consent agenda. Sarah Rudd reported the May minutes did not note Sarah being in attendance at the meeting. Arliss Hatcher made a motion to accept the consent agenda as emailed out without the statistics and GPHA report and the correction of the minutes to include Sarah Rudd present at the May 21st meeting. Sandi Preuss seconded the motion. Motion carried. Mark Gervais made a motion to add Dave Engel's Administrator report to the consent agenda. Hazel Ames seconded the motion. Motion carried.

Medical Staff Report: Jennifer Hamons reported that Medical Staff met on June 17th. Medical staff is excited to have a new Physical Therapist starting soon. Salma Sulaiman, Physical Therapist, will be joining the Rehab department in a few weeks. Danielle Bohl and Kim Overmiller are attending training in Wisconsin for Pelvic Floor disorders. On Saturday morning August 8th PCHS will be hosting a Health Fair in the outpatient clinic. Phillips County Health Systems will be offering reduced lab draws along with skin screening checks. Other health related entities in the community will be offering services during the Health Fair. Providers are excited about the newly hired Paramedics that are working in the ER room.

7:19 p.m. Jennifer Hamons left the meeting.

Chairman Art Henrickson thanked Christi Driggs, CFO for all her work in the ownership, transition change. Getting all of this accomplished and the revenue cycle part of it completed was a big undertaking. Thanks go out to Christi and her department for getting this accomplished.

Public Comment: None

Reports:

Financial Report:

	Current Month	Previous Month
Cash	\$200,269	\$238,595
Accounts Receivable	\$2,358,430	\$1,627,104
Total Assets	\$4,462,459	\$4,090,087
Accounts Payable	\$1,014,686	\$595,398
Total Liabilities	\$2,248,097	\$1,864,657
Current Ratio	1.20	1.14

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Service Revenue	\$1,029,559	\$937,228	\$1,966,787	\$1,795,176
Net Patient Service Revenue	\$962,831	\$616,836	\$1,579,667	\$1,712,798
Net Income (Loss)	(\$11,067)	(\$274,286)	(\$285,353)	(\$73,042)
Cash Available for Debt Service	\$9,609	(\$251,933)		

**The amounts listed for Net Income (Loss) and Cash Available for Debt Service has the purchased equity and asset amount of \$2,739,243 removed. This is the amount purchased from Great Plains of Phillips County, Inc. by Phillips County Hospital. This is the cumulative effect of the previous ownership

and has been reported in meetings throughout the years already. Christi Driggs, CFO, didn't feel it should be re-reported as income, it is a bookkeeping transaction to record the ownership transfer.

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Days	184	140	324	355
Average Patients per Day	5.9	4.7	5.2	5.85
ER Visits	127	129	256	234
Outpatient Services	4,768	4,288	9,056	8,440
PCMC	869	769	1,632	1,588
LMC	98	97	195	197

Communications (Information Only)

Administrator Report: Dave Engel asked Amanda Atkisson, to give an update on Custom Learning. Amanda reported the training had begun in March 2015 with an overview to managers and the service excellence council and some Board members. Three Oasis teams were developed and started their initiatives for improvement of Clinic/Hospital Collaboration, Orientation/Onboarding, and Awards and Recognition. June 23rd these teams will present their final reports and start working toward concluding their project development. April 28th and 29th was two-day training for the Service Excellence Advisors which summarized how the program relates to everyone working at PCHS and how it works for the betterment of PCHS. June 9th and 10th was a two-day workshop relating to Leadership Empowerment and Working with Difficult people for managers and service excellence advisors. All staff will participate in workshops on June 23rd, 25th, 26th, 30th, July 1st or July 7th. Amanda invited the Board to participate in any of the workshops on the given dates. Dates for a Board retreat were discussed. August 28th and 29th, September 25th and 26th were discussed. Dave presented a picture of the chiller in the maintenance department. The unit is old and Freon is discontinued. Will need to think about replacing this unit with a more efficient chiller. The fire alarm system quote received so far is 65K. Signs with the name change were discussed for the Hospital and Clinics. After discussion on the need for multiple repairs of the facility to include the sewer, roof, chiller and an update of equipment and signs, it was decided that the Facility Commimittee would look at all areas mentioned and prioritize the repairs. The Committee will first start on June 23rd when they meet with two architects and Nick Kennedy, maintenance supervisor to assess an upgrade of the operating suite. Mark Gervais stepped down from the facility committee and Sarah Rudd was appointed to fill the vacant position. Other members are Stan Kats, Stan Robb and Art Henrickson. Discussion on employee retirement pension was held. Sarah Rudd motioned to allow employees to borrow against the employee's contribution money of the retirement plan. This will act as a loan and must be paid back to the plan in monthly payments through payroll deduct. Stan Kats seconded the motion. Motion carried. Dave Engel introduced Vickie Gibbs, RN as the new Director of Nursing. She will be assuming those duties on July 1st.

Frankie Forbes, Board Attorney presented an educational program on the Board's Fiduciary duties of Loyalty, Care, and Obedience to Corporate Purpose, and Conflicts of Interest. Frankie gave examples of government enforcement, corporate integrity agreements and the focus of government enforcement along with state potential penalties.

Old Business:

Community Education: nothing to report.

Business Development: nothing to report

Facility Planning: nothing to report

Risk/QA committee -- committee met and they have no concerns with the documents that were presented to them.

Board self-evaluation -- Arliss picked up the self-evaluation forms of those that were present and completed. Please get the survey to Arliss if you did not have yours completed or with you at the board meeting. The surveys will be submitted to the Kansas Hospital Association to be tallied and the results will then be given to the Board.

Line of Credit -- Consistent with the discussion at the May Board meeting, Stan Robb moved to ratify the action of the CEO, Dave Engel and Chairman of the Board, Art Henrickson in executing the Commercial Loan Agreement Promissory Note and Security Agreement with First National Bank and Trust. Stan Kats seconded the motion. Motion carried.

New Business: None

Executive Session: Mark Gervais moved that the Board enter executive session for a period of 20 minutes to discuss personnel issues. Seconded by Hazel Ames. Motion carried. Chairman Henrickson announced a three minute recess and asked that Frankie Forbes, Les Lacy, Dave Engel, Sally Myer, Vickie Gibbs remain for the session. John Beim Larry L. Hall, Amanda Atkisson, Christi Driggs, Rhonda Kellerman, Peggy Fabin left the meeting. Board entered executive session at 9:30 p.m. and re-entered open session at 9:50 p.m. No action taken. Arliss Hatcher moved that the Board enter executive session for a period of 10 minutes to further discuss personnel issues. Seconded by Sandi Preuss; motion carried. Board entered executive session at 9:51 p.m. and returned to open session at 10:10 p.m. No action taken.

Adjournment: Stan Kats moved that the meeting adjourn; seconded by Stan Robb. Motion carried. Meeting adjourned at 10:14 p.m.

Secretary Hazel Ames

Recorder Peggy Fabin