

Phillips County Hospital
BOARD OF TRUSTEES' MEETING
Education Conference Room, Phillips Co. Hospital
December 18, 2014

Board Members Present:

Art Henrickson	Hazel Ames
Stanley Kats	Arliss Hatcher
Sandi Preuss	Stanley Robb
De Suchsland	Mark Gervais
Nicki Jones by phone @ 7:43	

Staff Present: Dave Engel, CEO
Les Lacy, Regional VP for GPHA
Christi Driggs, CFO
Rhonda Kellerman, Clinic Administrator
Sarah Miller, P.A.-C
Peggy Fabin, Recorder

Community Present:

Board Attorney Frankie Forbes, Sally Myer, , Richard Ames, William Greving, John Beim Fred W. Hoppe, John Hoffman, Brennan Engle, Patricia McCartney, Sara Rudd.

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. Additions to the agenda are: 7(e) Board pay, 7 (f) KHA meeting discussions, 7 (g) Hospital name. Mark Gervais motioned to accept the agenda with the additions. Stan Kats seconded the motion. Motion carried.

Consent Agenda: Sandi Preuss made a motion to accept the consent agenda as emailed. Arliss Hatcher seconded the motion. Motion carried.

Public Comment: Fred Hoppe asked the Board where the money came from to pay for the architect, engineer, advertising, and land purchase for the proposed new hospital. CFO Christi Driggs said any advertising done by the political action committee was paid by personal donations and was funneled through that committees account. Any advertising done directly by the hospital was out of the operating fund. The other expenditures Christi will get to Fred as she doesn't have that readily available at tonight's meeting.

Reports:

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

	Beginning Balance	Income	Expense	Ending Balance
Checking	\$ 5,086.79	\$6,328.46	\$ 6,328.00	\$ 5,087.25
Money Market	\$ 207,019.52	\$ 154.97	\$ 6,328.00	\$ 200,846.49
We Care Fund	\$ 10,308.97	\$ 1.47	\$.00	\$ 10,310.44
Certificates of Deposit				\$ 194,964.97
We Care CD's				\$ 9,500.00
			Total Board Assets	\$ 420,709.15

Hospital Financial Report: Hospital financial reports for November 2014.

	Current Month	Previous Month
Cash	\$ 224,462	\$ 542,126
Accounts Receivable	\$ 1,745,862	\$1,416,102
Total Assets	\$ 3,999,832	\$4,016,227
Accounts Payable	\$ 417,778	\$366,305
Total Liabilities	\$ 1,591,312	\$1,585,651
Current Ratio	1.71	1.72

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Service Revenue	\$ 907,178	\$805,263	\$ 6,962,052	\$ 7,044,504
Net Patient Service Revenue	\$ 881,729	\$825,291	\$ 6,698,169	\$ 6,687,360
Net Income (Loss)	\$ (28,385)	\$(63,170)	\$ (246,925)	\$ (256,816)
Cash Available for Debt Service	\$ 111,814	\$86,014		

** Our year-to-date actual net loss is below budgeted net loss by 9,891 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	237	173	1,549	1,326
Average Patient Days	7.9	5.6	6.3	5.43
ER Visits	129	88	931	936
Outpatient Services	4,056	4,342	33,687	33,174

Communications (Information Only)

Administrator Report: Dave had many request from employees to thank the Board members for the Christmas bonus bucks. Dave reported on the grant activity. Peggy Fabin has worked with Social Service Director, Katie Heinzen to find and apply for ADA compliant grants for a patient. A KDHE grant was applied for a fall-prevention trauma grant for the Rehab department to continue their public "Stepping On" presentation this spring. Awaiting response for the ATP Complete Contamination Monitoring system and the Bi-Pap machine grants. Letter of inquiry to foundations continue to be sent out. Dr. Sarin, Orthopedic physician will be starting his outpatient clinic visits here on January 8th. Breakfast with Santa was a huge success with over 250 people attending to visit Santa and enjoy pancakes and sausage. When the hospital goes from leased to managed the credentialing will have to be done by the Board of Trustees. Training for this will be done. It will need to be decided by the January meeting which board members will take this task. Starting Jan 1st the 340 B program will begin including the clinic's data. Dr. Reeves a second podiatrist has started and he will be able to do surgeries at our facility as the need arrives.

7:43 Board member Nicole Jones joins the meeting via conference phone.

Nursing staff is investigating an in-house case management system that utilizes a review program to assist providers with care and enhances documentation to aid HIM in coding and timeliness. The boiler installation is underway. Will be upgrading our lab chemistry analyzer with a new leased unit in spring of 2015. Doug Molzahn has contacted three companies to obtain estimates on updating the fire alarm system. The sleep study and pain management services are progressing well.

Medical Staff: Sarah Miller reported that the Nursing Certification Trauma Disaster Relief training in Denver Colorado was attended by Vicki Gibbs and Deb Hadley. The Therapy Department held a workshop with the nurses on wound care. A wound care team will be developed. Have two new radiologists reading x-rays. Jodie Scheele, P.A. of Plains Radiology has updated the protocol for migraines. A patient with 15 or more migraines a month will get a series of three injections every two weeks. Our medical staff will partner with KaMMCO, our malpractice insurance provider, for ICD-10 training.

Old Business:

Community Education: nothing to report.

Business Development: nothing to report

Housing- Sandi Preuss reported that work has begun on the inside of the house.

Foundation- Mark Gervais reported that the Foundation Board members had met in December. A philanthropy expert from McPherson attended the meeting and outlined some steps to be used in development of philanthropy program. He offered his services, for a fee, to the members. A decision will be made at the January meeting on his services. Thanks to Christi Driggs' help the 501 3 (c) status has arrived which means charitable gifts can now start being funneled through the foundation and will be tax-deductible for the donor.

Facility Planning - nothing

New Business: Frankie Forbes reported that a rocky situation was smoothed out when Christi Driggs was able to obtain a 147C replacement letter from the Internal Revenue Service for the missing original IRS CP 575 ID letter. The 147C replacement letter has been filed with the Medicare 855 form and a 90 day window will hopefully let the procedure of going leased to managed flow more easily. Frankie also informed the Board members that the governing board needs to approve the four policies that were included in the board packet: Risk Management Plan, Compliance Program, HIPAA Policies and Procedures (50-802 Responsibilities), and Great Plain Employee Handbook. Frankie's recommendation is to adopt the policies so the transition can occur. Adjustments can be made after April 1, 2015 once adopted. Stan Kats motioned to accept the group of policies (4) presented in this months' Board packet. Arliss Hatcher seconded the motion. Motion carried.

7 (e) Board's pay. Currently the board is paid \$5.00 per board meeting attended plus mileage at the standard IRS rate. Stan Kats made a motion to reduce the board pay to zero for board meeting attendance and zero for mileage. Stan Robb seconded the motion. Motion carried.

7 (f) The Kansas Hospital Association meeting held in Hays on December 3 was attended by Art Henrickson, Mark Gervais, and Stan Robb. Main topic of the meeting was the Medicaid expansion in Kansas.

7 (g) with the hospital going from leased to managed the Hospital's name change was brought up for discussion. Two ideas for names were brought to the table. 1. Phillips County Hospital, d.b.a. Phillips County Health Systems, 2. Phillips County Hospital d.b.a. Phillips County Medical Center. After much discussion it was decided that the employees should vote on the name change through an automated computer survey program.

Executive Session: None

Adjournment: Sandi Preuss moved that the meeting adjourn. Stan Kats seconded the motion. 9:18 p.m. meeting adjourned.

Secretary Nancy Jones

Recorder Peggy Talbot