

**Phillips County Health Systems
BOARD OF TRUSTEES' MEETING
Education Conference Room, Phillips Co. Hospital
March 24, 2016**

Board Members Present:

Art Henrickson
Mark Gervais
Hazel Ames
Arliss Hatcher
Nicole Jones

Stan Kats
Stanley Robb
Sandi Preuss (Absent)
Sarah Rudd (Absent)

Staff Present: Dave Engel, CEO
Les Lacy, Regional VP for GPHA
Christi Driggs, CFO
Rhonda Kellerman, Clinic Administrator
Dr. Ben Stephenson, M.D.
Steven Seems, Information Technology Supervisor
Peggy Fabin, Recorder

Community Present:

Board Attorney Frankie Forbes, John Beim,

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: Executive Session for Personnel matters after Reports. New Business: # 7 (b) Public meeting, (c) CBO Central Billing Office, (d) Election of Officers. Executive Session: #8 (a) Executive Session, Attorney-Client, (b) Executive Session, Trade Secrets. Mark Gervais motioned to accept the agenda as amended. Nicole Jones seconded the motion. Motion carried 7-0.

Consent Agenda: Mark Gervais made a motion to accept the consent agenda as presented. Arliss Hatcher seconded; motion carried 7-0.

Public Comment: None

Reports:

Financial Report: Christi Driggs presented financials for February 2016.

	Current Month	Previous Month
Cash	\$95,977	\$182,423
Accounts Receivable	\$1,425,198	\$1,800,944
Total Assets	\$3,886,260	\$4,005,666
Accounts Payable	\$309,793	\$429,742
Total Liabilities	\$1,324,649	\$1,484,623
Current Ratio	1.74	1.60

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Service Revenue	\$889,020	\$973,319	\$ 10,446,501	\$ 9,873,468
Net Patient Service Revenue	\$824,543	\$1,709,579	\$ 9,934,445	\$ 9,420,389
Net Income	\$40,569	\$1,018,841	(\$203,343)	(\$401,731)
Cash Available for Debt Service	\$,290,021	\$256,387		

**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.

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Days	202	256	1,780	1,945
Average Patients per Day	7.21	8.24	5.32	5.87
ER Visits	91	129	1,319	1,281
Outpatient Services	3,721	3,928	47,626	46,211
PCMC	743	731	8,409	8,693
LMC	146	75	1,077	1,080

Communications (Information Only)

Administrator Report: Dave introduced Steven Seems, Information Technology Supervisor, Steven, also heads up one of the three Oasis teams coming from the employee Custom Learning training. Steven presented a hand out on the "PCHS Cares," Team Oasis information that he shares with each new employee at orientation. The team took on this project starting January 1, 2016. The "PCHS Cares" team focus is commitment to: Awarding and Recognizing, Employee Service. The "PCHS Cares" team members: Mildred Hadley, Jan Johnson, Lindsey Johnson, Kim Nonhoff, Matt Nonhoff and Steven are in charge of taking nominations from employees for "Employee of the Month every other month, help with employee birthdays each month, accept the "Beacon of Light" nominated by the Medical Staff every other month, and will be in charge of the Awards and Recognition Banquet at the end of the year, along with the Employee of the Year and the Department of the Year. This oasis team's main focus is employee satisfaction. Happy employees mean better patient care, which in turn shows an increase in HCAHPS scores,

along with decreased employee turnover. The January Beacon of Light nominated by the Medical Staff was Mary Beth VanRoekel. March's Beacon of Light was Jessica Hawkins. The Employee of the month for February, nominated by the employees was Nancy Molzahn. Dave Engel informed the Board of some changes in billing for Rural Health Clinics that Medicare will be implementing. Dave will continue to watch articles on this topic. Dave presented an email from absent Board member, Sarah Rudd. The email was a recommended Vision statement formed from the Mission-Vision-Values subcommittee. After discussion on the topic Arliss Hatcher made a motion to table this topic to the April meeting. Nicki Jones seconded the motion. Motion carried 7-0. 7:30 p.m. Steven Seems left the meeting.

Old Business: Mission-Vision- Values subcommittee: email was discussed during Administrator's report. Facility Planning: nothing to report.

Credentialing Committee Report: Hazel Ames gave the report for the Credentialing committee. Privileges were requested for appointment with privileges for Admad Daraghmeh, M.D., Cardiology Cypress Heart consultant. Reappointment with privileges as previously requested for Gregory Seiler, CRNA, Allied Health Anesthesia and Brandon Cunningham, M.D. Surgery Consultant. Hazel Ames motioned for all requested privileges be granted. Motion seconded by Arliss Hatcher. Motion carried 7-0. 7:38 p.m. Dr. Ben Stephenson M.D., enters the meeting.

New Business: Dave Engel and Christi Driggs, CFO presented the 2017 Fiscal Year budget. Details and discussion of the budget took place as well as questions were answered by Christi. Stan Kats motioned to approve the 2017 budget as presented. Arliss seconded the motion. Mark Gervais abstained from the vote. Motion carried 6-0.

At 7:45 p.m. Stan Kats moved that the Board enter executive session for a period of 30 minutes to discuss personnel issues. Seconded by Arliss Hatcher. Motion carried 7-0. Chairman Henrickson asked that Dr. Ben Stephenson, Frankie Forbes, Les Lacy and Dave Engel stay for the meeting. John Beim, Christi Driggs, Rhonda Kellerman and Peggy Fabin left the meeting. Chairman announced a five minutes recess. Executive session began at 7:51 p.m. and the Board returned to open session at 8:22 p.m. No action taken. Christi Driggs and Peggy Fabin returned to the meeting. Dr. Ben Stephenson left the meeting at 8:24 p.m.

Stan Kats discussed having a public meeting on April 19th to discuss where Phillips County wants to see healthcare go for the future. Ken Rahjes would facilitate the meeting. Stan Kats made a motion to move ahead with the public meeting on April 19th. Stan Robb seconded the motion. Motion carried. 7- 0.

CBO – Central Billing Office – Christi Driggs, CFO spoke of the concerns she has with the timeliness of accounts being worked by the Central Billing office staff, along with the contract between the CBO and PCHS. Les Lacy will speak with Deb Weaver on the concerns and look at a date all involved can meet to discuss procedures, performance expectations and finalize the contract.

Election of Officers: tabled to next month's meeting.

Chairman Henrickson thanked Mark Gervais for his time and dedication while on the Board.

Executive Session: Arliss Hatcher moved that the Board enter executive session for a period of 20 minutes to discuss attorney-client privileges; seconded by Nicole Jones. Motion carried 7-0. Chairman asked that Board attorney, Frankie Forbes, Les Lacy, Dave Engel, and Christi Driggs remain for executive session. Executive session began at 9:25 p.m. and returned to open session at 9:44 p.m. No action taken. Christi Driggs left the meeting at 9:49 p.m. At 9:50 p.m. Arliss Hatcher moved that the Board enter executive session for a period of 15 minutes to discuss trade secrets; seconded by Stan Kats. Motion carried 7-0. Chairman asked that all those present stay for the meeting. Board entered executive session at 9:51 p.m. and returned to open session at 10:06 p.m. No action taken.

Adjournment: Nicole Jones moved that the meeting adjourn; seconded by Stan Kats. Motion carried 7-0. Meeting adjourned at 10:10 p.m.

Next Board Meeting: Thursday, April 21, 2016 at 7 p.m.

Secretary Nazel Ames

Recorder Peggy Faber