

**Phillips County Health Systems  
BOARD OF TRUSTEES' MEETING  
Education Conference Room, Phillips Co. Hospital  
July 21, 2016**

**Board Members Present:**

Stan Kats	Stan Robb
Hazel Ames	Sandi Preuss
Arliss Hatcher	Art Henrickson (by phone)
Nicole Jones (absent)	Sarah Rudd (absent)

**Staff Present:** Dave Engel, CEO  
Durrel Kelley, GPHA Healthcare Consultant  
Rhonda Kellerman, Clinic Administrator  
Christi Driggs, CFO  
Amanda Atkisson, Recruiter/Support Services Manager  
Mika Cary, Risk Manager  
Nick Kennedy, Maintenance Supervisor  
Peggy Fabin, Recorder

**Community Present:**

Board Attorney Frankie Forbes, John Beim, Richard Ames, Vickie Constable, John F. Lewis-Smith, Craig Singer, Mark McCluggage, Brett Miller, Ryan T. Craft.

Chairman Stan Kats called the Board of Trustees' meeting to order at 7:02 p.m. in the Education/Conference Room at the Phillips County Hospital. Art Henrickson joined the meeting by phone. Arliss Hatcher motioned to accept the agenda. Stan Robb seconded the motion. Motion carried 5-0.

**Consent Agenda:** Hazel Ames motioned to approve the consent agenda with no GPHA report. Stan Robb seconded; motion carried 5-0.

**Public Comment:** None

**Reports:**

**Financial Report:** Christi Driggs, CFO gave an update on the financials for June 2016.

May 2016	Current Month	Previous Month
Cash	\$ 573,682	\$596,357**
Accounts Receivable	\$1,873,654	\$1,626,688
Total Assets	\$4,396,871	\$4,286,766
Accounts Payable	\$ 233,820	\$ 302,062
Total Liabilities	\$1,659,553	\$1,696,397
Current Ratio	1.74	1.41

\*\* - This amount includes the Board cash account, in the amount of \$229,465, that is being housed in the line titled "Board Designated Assets"

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Service Revenue	\$1,093,698	\$928,958	\$2,980,754	\$3,106,230
Net Patient Service Revenue	\$1,176,954	\$937,049	\$3,134,215	\$2,811,999
Net Income (Loss)	278,251	(\$20,854)	\$ 401,966	(\$69,747)
Cash Available for Debt Service	\$ 489,644	\$142,998		

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Days	193	201	581	524
Average Patients per Day	6.43	6.5	6.4	5.77
ER Visits	137	114	372	353
Outpatient Services	4,353	3,875	12,512	12,955
PCMC	670	823	2,093	2,294
LMC	53	76	209	274

### Communications (Information Only)

**Committee Reports:** Mission-Vision-Values subcommittee: nothing to report.

Facility Planning: nothing to report.

Credentialing Committee: Hazel Ames gave the credentialing committee report. Privileges were requested for David Lerner, M.D. Radiology, Hays Consultant. Reappointment with privileges as previously requested for Andrew Bukaty, D.O., Jennifer Cook, M.D. Locum Coverage with Docs Who Care and Julie Pletcher, APRN of Allied Health, Cardiology Consultant. Two reappointments with privileges requested with Vgalias TeleHealth Providers were also

recommended. Hazel Ames moved that requested privileges be accepted. Seconded by Arliss Hatcher. Motion carried 5-0.

**Old Business:** Mission statement- nothing to report. Provider agreement committee – the committee met this week and will hold another meeting. A draft will be submitted to Frankie Forbes, Board Attorney to view. The committee's goal is to present the final draft to the Board at the August meeting. Dave continues to work with the City of Phillipsburg on the transportation. Nothing new at this time. Chiller update was discussed. Maintenance Supervisor, Nick Kennedy has been in contact with Knipp Services of Wichita. Craig Knipp along with personnel from GLMV Architecture and LST Consulting Engineers were in attendance to discuss options the Board might have with a USDA loan for the chiller and other crucial equipment the hospital needs to meet standard regulations. The USDA loan at the present time would be at a 2.75 % interest rate for up to 40 years. Brett Miller and Craig Singer, Business Development of Knipp Services gave a presentation on their workings with USDA and how they work with a facility to make sure everything is processed for the USDA loan. They look at functional deficiencies, building code issues, asbestos issues and what is the best to renovate or build. After discussion of the fee for the building assessment and the USDA loan supervision Sandi Preuss made a motion to contract an agreement with the firm in the amount of \$9,500.00. Hazel Ames seconded the motion. Motion carried 5-0. John F. Lewis-Smith, Craig Singer, Mark McCluggage, Brett Miller, Ryan T. Craft left the meeting at 7:58. Christi Driggs, CFO contacted Harlan County Health Systems in Alma, Nebraska and Russell Regional Hospital in Russell, Kansas with questions on their billing procedures. Neither hospital utilizes a Central Billing Office for their billing procedures it is all done in house. Christi reported that we could save 21 thousand dollar a year in dropping our contract with GPHA Central Billing Office and utilizing our registration personnel along with hiring two personnel to do our billing at our hospital. Our current staff already attends all the insurance and coding conferences that the GPHA Central Billing Office staff attends. Christi feels Codi Cox and she could attend the Quadex meeting in Nashville once a year to keep abreast of changes. Durrel Kelley, GPHA Healthcare Consultant commented that he didn't foresee any obstacles with help from getting the billing in-house. Arliss Hatcher moved to drop the GPHA CBO contract and move the billing in house. Stan Kats seconded. Motion carried. 5-0.

**New Business:** Dave wanted to let the Board know that we are ready to work on the next roof repair phase. The contractors highly recommend starting on the "N" phase. This is the Surgical, and Maintenance area of the roof. We have been pre-paying for roofing supplies. The quote for the area "N" is \$55,590.00. We will be moving forward with the roof repair.

Urgent Care or a walk-in clinic was discussed. Dave will work with those involved and look at a structured plan for this and bring back to the next meeting.

The Wellness Center is used by Phillips County Health Systems employees regularly throughout the year. Hazel Ames motioned to support the Wellness Center for another year to benefit community member and employees, Arliss Hatcher seconded the motion. Motion carried 5-0.

Dave Engel reviewed the recent Corporate Compliance meeting that he recently attended. The GPHA Corporate Compliance plan was recently updated by GPHA. Board attorney, Frankie Forbes will review the plan. Sandi Preuss motioned to appoint Dave Engel as our Corporate Compliance Officer. Seconded by Hazel Ames. Motion carried 5-0.

**Executive Session:** Sandi Preuss moved that the Board enter executive session for a period of 45 minutes to discuss personnel issues; seconded by Hazel Ames. Unanimously passed. Chairman asked that Board members, board attorney, Frankie Forbes, Durrel Kelley, GPHA Healthcare Consultant, remain for executive session. He then announced a 5 minute recess. John Beim, , Dave Engel, Rhonda Kellerman, Christi Driggs, Amanda Atkisson, Nick Kennedy, Peggy Fabin, left the meeting. Executive session began at 8:50 p.m. and open session resumed at 9:18 p.m. No action taken.

**Adjournment:** Arliss Hatcher moved that the meeting adjourn; seconded by Stan Robb. Meeting adjourned at 9:19 p.m.

Next Board Meeting: Thursday, August 18, 2016 at 7 p.m.

Secretary Hazel Ames  
Recorder Peggy Fabin