

**Phillips County Health Systems
BOARD OF TRUSTEES' MEETING
Education Conference Room, Phillips Co. Hospital
September 22, 2016**

Board Members Present:

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

Staff Present: Dave Engel, CEO
Les Lacey, VP for GPHA
Rhonda Kellerman, Clinic Administrator
Christi Driggs, CFO
Nick Kennedy, Maintenance Supervisor
Amanda Atkisson, Physician Recruiter, Support Services Manager
Peggy Fabin, Recorder

Community Present:

Board Attorney Frankie Forbes, Jayne Holle, John Beim, Jeff Weiford, Ryan T. Craft, Craig Singer, John F. Lewis-Smith, Christiane R. Cole.

Chairman Stan Kats 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 #4 (b) Medicare per diem, #4 (c) EMR. Art Henrickson made a motion to accept the agenda as amended. Stan Robb seconded the motion. Motion carried 7-0.

Consent Agenda: Hazel Ames motioned to approve the consent agenda with no GPHA report. Arliss Hatcher seconded; motion carried 7-0.

Public Comment: None

Reports:

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

The amounts presented below are from unaudited monthly financials. PCHS follows the common business practice of an annual audit of its financial documents. This is done following its fiscal year-end of March 31st. The annual audit report is presented to the Hospital Board of Trustees and the Phillips County Commissioners when it is complete.

May 2016	Current Month	Previous Month
Cash	\$335,611.72**	\$ 529,690
Accounts Receivable	\$1,636,571	\$1,761,193
Total Assets	\$ 3,973,098	\$4,304,794
Accounts Payable	\$ 303,860	\$ 295,053
Total Liabilities	\$1,768,823	\$1,721,382
Current Ratio	1.44	1.65

** - This amount includes the Board cash account, in the amount of \$85,640.72 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	\$963,638	\$815,270	\$4,759,662	\$5,177,050
Net Patient Service Revenue	\$686,447	\$875,575	\$4,696,237	\$4,696,237
Net Income (Loss)	(378,499)	\$(153,906)	\$ (130,439)	(\$116,245)
Cash Available for Debt Service	\$ 36,146	\$ 352,921		

	Current Month	Previous Month	Year-to-Date Actual	Year-to-Date Budget
Total Patient Days	161	106	848	885
Average Patients per Day	5.23	3.44	5.53	5.80
ER Visits	112	119	603	593
Outpatient Services	4,237	4,018	20,767	21,782
PCMC	736	794	3,623	3,856

We filed our fiscal year-end cost report in August. Our calculated cost per day, per the filed report in comparison to our current reimbursement rate is as follows:

Type of Service	Calculated Cost per Filed Report	Current Reimbursement Rate	Difference
Acute Inpatient	\$2229.79/day	\$2400.00/day	(\$170.21)/day
Swing Bed Inpatient	\$2062.71/day	\$2265.00/day	(\$202.29)/day
Medical Clinic	\$157.36/visit	\$140.71/visit	\$16.65/visit
Outpatient Services	81%	80%	1%

We anticipate we will receive a letter from WPS/CMS reducing our reimbursement rate to reflect our calculated cost. Based on historical notifications, we expect this letter in October with a November 1, 2016 effective date.

Christi Driggs, CFO spoke of the Medicare per diem. The cost report was submitted the end of August.

EMR- Dave Engel and Christi Driggs went to Hays on Wednesday and met with Hays Medical Center staff and looked at the EMR system they use which is Medi-tech. Hays Med will be updating their system in November 2017. Staff will travel to Hays next week to observe the physician package and the clinical system. October 11 Athena is scheduled to present their EMR system to our staff at the hospital.

Communications (Information Only)

Committee Reports: Mission-Vision-Values subcommittee: Sarah Rudd- nothing to report. Facility Planning: Representative from GLMV Group of Wichita, Ryan Craft presented the board a draft of their building assessment study. They will present their final report to the Board in October. Ryan T. Craft and Jeff Weiford, Craig Singer, John F. Lewis-Smith, left the meeting at 7:53 p.m. Credentialing committee: Hazel Ames - nothing to report.

Old Business: Mission statement- nothing to report. Transportation - Dave reported that he is continuing to work with Brenda Chance, City Clerk on the transportation needs and we encourage the community to utilize the city transportation. Urgent Care- Started Sept 10, 2016. Going well, hearing great feedback. 15-20 patients have utilized it this far. Claims are being submitted and the kinks are being worked out. Registration of a new patient that has never been to our facility is the longest wait time. Billing office update – Christi Driggs reported that two applicants had been hired as billing clerks and will also function in the admissions area. Hopefully, they will be fully trained and ready to do the billing no later than November 30th. Still awaiting office partitions to complete the remodeling necessary to meet confidentiality guidelines.

New Business: Financial Assistance application- Christi Driggs, CFO discussed an assistance application for Charity Care in the amount of \$14,596.00 had been received. The appropriate

paperwork was received. The account has been reviewed and the procedure for Charity Care is deemed necessary. Sandi Preuss motioned to approve the application for Charity Care. Arliss Hatcher seconded the motion. Motion carried 7-0.

Executive Session: Sarah Rudd moved that the Board enter executive session for a period of 40 minutes for Attorney/Client privilege seconded by Sandi Preuss. Motion carried 7-0 Chairman asked that Board members, board attorney, Frankie Forbes, Rhonda Kellerman, Dave Engel and Les Lacy remain for executive session. Chairman called for a 3 minute recess. John Beim, Jayne Holle, Christiane R. Cole, Christi Driggs, Amanda Atkisson, Nick Kennedy, Peggy Fabin, left the meeting. Executive session began at 8:38 p.m. and open session resumed at 9:21 p.m. Stan Robb moved that the Board re-enter executive session for 40 minutes for personnel issues; Arliss Hatcher seconded the motion. Re-entered executive session at 9:22, returned to open session at 10:02. No action taken.

Adjournment: Stan Robb moved that the meeting adjourn; seconded by Sarah Rudd. Meeting adjourned at 10:05 p.m.

Next Board Meeting: Thursday, October 20, 2016 at 7 p.m.

Secretary *Sandy Katz*

Recorder *Peggy Fabin*