

Phillips County Health Systems
BOARD OF TRUSTEES' MEETING
Education Conference Room, Phillips Co. Hospital
September 20, 2017

Board Members Present:

Stanley Kats	Jayne Holle
Hazel Ames	Vicki Constable
Jessie Wyrill	Christiane 'Criquet' Cole
Ruth Hackerott	Stanley Robb
Kelly Roe	

Staff Present: Rex Walk, Interim CEO

Les Lacy, VP of Regional Operations of GPHA
Krystal Schwenn, Chief Financial Officer
Rhonda Kellerman, Clinic Administrator
Vickie Gibbs, Director of Nursing
Tara Overmiller, Marketing Director
Mildred Hadley, Radiology Department Manager
Donna Winchell, HIM Department Manager
Danielle Bohl, Rehabilitation Department Manager
Nancy Mólzahn, R.N. Pharmacy Director
Codi Cox, Patient Accounts Manager
Peggy Fabin, HR Dept. / Board Recorder

Community Present:

Board Attorney Frankie Forbes, Mark Hoffman, GPHA, Jenlyn Rodgers, John A. Beim.

Chairman Stanley Kats called the Board of Trustees' meeting to order at 6:00 p.m. in the Education Conference room at the Phillips County Hospital.

Rex Walk introduced Jenlyn Rodgers who is with the KU Heart and Stroke Collaborative. Jenlyn had spent the day with Risk Manager, Mika Cary gathering ER data for the KU Heart and Stroke Collaborative. Jenlyn reported that she travels to each of the KU Heart and Stroke Health Collaborative CAH hospitals. The initial 12.5 million dollar grant started with 11 hospitals (which one was PCHS) and has grown to 50 Critical Access Hospitals currently. She is always amazed at how well PCHS ER Department and Phillips County EMS work together on monitoring and administering the correct procedures for potential stroke patients. Jenlyn congratulated the PCHS staff for meeting or exceeding the national standards for emergency treatment of stroke and heart attack patients. She also commented on the Avera system that PCHS incorporated and being the first in Kansas to install this and that most of the hospitals affiliated with the KU Heart and Stroke Collaborative are now using Avera. Jenlyn reported that representatives of PCHS nursing department would be attending a training the next day with KU Heart and Stroke representatives at PCHS.

6:12 p.m. Jenlyn Rodgers left the meeting.

Agenda: Vicki Constable motioned to accept the agenda as presented. Jayne Holle seconded the motion. Motion carried 8-0.

Christiane 'Criquet' Cole, Board member, presented printed motions to the Board. She read the following motion: To Phillips County Health System Board of Trustees: In accordance to the By Laws for Phillips County Hospital Board of Trustees – adopted at the regular meeting, August 31, 2017, Article II –Section 3 Committees – item #C *Resignation or Removal of committee Members*, “A majority of the Board may vote to remove any member from a committee of the Board, with or without cause.” I, Christiane 'Criquet' Cole, Board member, thereby put forth the motion to remove Board member Kelly Roe from all Phillips County Hospital Health Systems Board of Trustees committees, without cause. Motion seconded by Stan Robb. Discussion followed. Vote: Yes – 2 No – 3 Abstain - 3. Motion failed.

Christiane 'Criquet' Cole voiced her disappointment in the Board with the outcome of the motion presented and then presented a second printed motion which she read aloud: “To: Philips County Health systems Board of Trustees - In accordance to the By Laws for Phillips County Hospital Board of Trustees – adopted at the regular meeting, August 31st, 2017 – Article III- Section 5 – Quorum “A Trustee shall be deemed present at a meeting if he/she participated by telephone or other method by which all persons participating in the meeting can hear one another at the same time.”

I, Christiane 'Criquet' Cole, Board member; believe this text remained in the context of the July 27th, 2017, By Laws only to insure that a Quorum for any given meeting could be achieved. However, I submit to the By Laws committee the flaw lies in a level of risk to confidentiality when Board member (s) is not physically present for a meeting. A.) Phone-in does not permit visual contact B.) No verification of Board members location C.) No visual evidence of privacy during an “Executive Session” D.) No evidence of a secure electronic connection

I, therefore make a motion to amend the By Laws to reflect Board member presence and the number of absences deemed appropriate before considering removal from office (Article I- Section 3- part 2) “willfully neglected to perform his/her duties as a Trustee,…”

Criquet asked Chairman Kats if she could be excused from this Board meeting. Chairman Kats agreed. Criquet Cole left the meeting at 6:20 p.m. Stanley Robb asked Chairman Kats if he could be excused from this meeting as well. Chairman Kats agreed. Stanley Robb left the meeting at 6:20 p.m.

Consent Agenda: Chairman Kats asked for approval of the consent Agenda. Kelly Roe noted that there was an error in the minutes- under Financial Report, it was Stan Kats who reported that the cost report check had to be sent to WPS not Les Lacy and Hazel Ames noted an error on the

date of the Board Mini-Retreat which is October 2, not October 20, 2017. Jayne Holle made a motion to accept the consent agenda without the statistics and with the two noted corrections in the minutes. Hazel Ames seconded the motion. Motion carried 6-0.

Public Comment: None

REPORTS:

1. Financial Report: Due to the CFO being out of the office secondary to illness, there will be no financial report.

Mark Hoffman, GPHA accountant, presented the fiscal year 2017 audit report as prepared by BKD CPAs. It was noted that BKD found no reportable matters. He also led a discussion on the balance sheets of PCHS comparing financial status before (FY 2014) and after (FY 2015) the change from leased to managed status. Mark Hoffman and Krystal Schwenn left the meeting at 7:27 p.m.

COMMITTEE REPORTS:

1. Credentialing committee – Nothing to report as there was no Medical Staff meeting in September.

2. Quality committee- Vickie Constable reported that the Committee had reviewed quarterly reports from five departments. Committee members visited with the maintenance regarding the temperature and humidity controls in the OR, social services regarding daily activities for swing bed patients, and rehab as to acceptable time frames for chart completion. The monthly report of the quality committee will become part of the consent agenda moving forward.

OLD BUSINESS:

1. Radiology Equipment- Mildred Hadley, Radiology Department Manager, reported General Electric had been in to do site specific specs and that the new radiology equipment will be installed around November 20th and will be up and running before December 1st. The radiology room will be closed during installation but x-rays can still be performed with the portable machine and the CT scanner will be operational.

2. Board Mini-Retreat – Tara Overmiller handed out the proposed agenda for the Board's Mini-Retreat on October 2. Tara handed out home work for the Board members to fill out and bring back on The Hartman Personality Profile. This will help to determine each Board member's personality traits. There will be four rapid fire sessions each lasting 30 minutes or

less. An overview of the 340 B program along with a Vizient Value proposition by Tim Effinger will take place during the retreat.

3. Top 20 Critical Access Hospital Award Ceremonies – Stanley Kats, Rex Walk, Vickie Gibbs, Tara Overmiller and Kent Culbertson will be in Kansas City on September 28 and 29th to accept the Top 20 CAH Award. Each attendee will present aspects on how PCHS achieved this award.

4. Electronic Medical Record Conversion Update – Nancy Molzahn, R.N., Pharmacy Director, Mildred Hadley, Radiology Department Manager, Rhonda Kellerman Clinic Administrator, all gave presentations on what training their departments have completed on the Cerner system. Nancy Molzahn and Mildred Hadley left the meeting at 8:03 p.m. Donna Winchell, H.I.M., Department Manager and Danielle Bohl, Physical Therapy Department Manager presented how their departments are training for the upcoming Cerner System “Go Live” date of October 22nd. All affected departments have completed many hours of training and site visits and have developed “help” booklets with frequently asked questions and troubleshooting guides to prepare for the new Cerner system.

5. PCHS Organizational Culture Survey. – Rex Walk spoke of the confidential Culture Survey that employees filled out online. The survey’s top suggested needed improvements were; better communication, more accountability, better teamwork and less negativity. Top strengths noted were quality of the staff, patient care; cleanliness of the hospital, and being recognized as a Top 20 hospital. Top weaknesses cited were poor building, poor communication, decreased accountability, and mid-level leadership. Things employees hear from the community; need more doctors, need better facility, need more transparency and GPHA concerns. Employees also hear that the community would like to see more service programs so they don’t have to travel, geriatric services, behavior/mental health and better signage.

6. Senior Life Solutions Programs - tabled to next meeting.

NEW BUSINESS:

1. Kansas Leadership Institute Report to the Board – Steven Seems was unable to attend the meeting for his report.

2. Presentation of the Kansas Hospital Trustee Award – Senior Leadership Team members presented Stanley Kats with the Kansas Hospital Trustee Award. Stanley accepted the award and thanked his wife for supporting him and stated that she was instrumental in his receiving the award.

BOARD EDUCATION:

1. KHA Annual Convention Report: No report. The KU Heart & Stroke Collaborative presented earlier in the meeting will be the Board Education.

OTHER BUSINESS: Hazel Ames called for the 2nd motion presented by Criquet Cole that was still on the floor. In Ms. Cole's absence, Hazel rephrased the motion to read that the ByLaws Committee review Article III-Section 5-Quorum – regarding the statement that a Board member can be deemed 'present' at a meeting if he/she participates by telephone. Ruth Hackerott seconded the motion. Voting Aye 5 Abstaining 1. Motion carried.

EXECUTIVE SESSION: None

ADJOURNMENT: --Jessie Wyrill moved that the meeting adjourn at 8:45 pm; seconded by Jayne Holle. Motion carried. Meeting adjourned.

Secretary Hazel Ames

Recorder Peggy Fabin

Next Board Meeting: October 25, 2017 at 6 p.m.