

**BOARD OF TRUSTEES' MEETING**  
**Education Conference Room – Phillips County Hospital**  
**Thursday, March 22, 2018, 6:00 pm**

**Board Members Present:**

Stanley Kats

Vicki Constable

Christiane 'Criquet' Cole

Hazel Ames

Kelly Roe – Via Teleconference

Jessie Wyrill

Ruth Hackerott

Stan Robb

**Staff Present:**

Rex Walk, Interim CEO

Les Lacy, VP Regional Operations of GPHA

Codi Cox, Patient Account Manager

Rhonda Kellerman, Clinic Administrator

Jennifer Dodds, Patient Engagement Director

Marissa Davis, Swing Bed Coordinator

Frank Burwell, Occupational Therapist

Theresa Hughes, Board Recorder

Krystal Schwenn, Chief Financial Officer

Tara Overmiller, Marketing Director

Nick Kennedy, Maintenance Manager

Lindsay Johnson, Cardiac Rehab RN

Steven Seems, IT Manager

Fielzah Creighton, Radiology Tech

Kathleen Wilson, Chef

**Community Present:**

Board Attorney Frankie Forbes, David Anderson, John A. Beim.

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

Kelly Roe joined the meeting via teleconference at 5:57 pm

CEO Rex Walk asked that Board members and John Beim select employee names for the March All Staff Meeting drawings.

**Review of Agenda:** Chairman Kats asked for any additions to the agenda. Additions requested included: 1) Chairman Kats requested that PFAC follow the Management Institute certificate presentation. 2) Chairman Kats added the GE Radiology contract resolution to New Business. 3) Criquet Cole asked that Human Resource Committee be removed from the agenda as they were unable to meet in March. Ruth Hackerott moved that the Agenda be approved as amended; seconded by Jessie Wyrill. Motion carried 7-0.

**Consent Agenda:** Chairman Kats asked for approval of the Consent Agenda. Criquet Cole noted that the agenda was incorrect and did not include the Human Resource Committee Minutes. Chairman Kats indicated that the GPHA report would be verbal. Vicki Constable moved to accept the consent agenda as amended; Hazel Ames seconded. Motion carried 7-0.

**Public Comments:** None.

**Guest Introduction and Presentation:** Rex Walk introduced Dave Anderson, Director of Clinical Programs, from High Plains Mental Health Center. Dave discussed how mental health and physical health could work more closely together. Dave received notification that United Health Ministry Fund has agreed to fund a grant for the first year of the project. Starting mid-April, a social worker will be onsite at PCH to see patients referred by providers. Dave believes this to be a great opportunity to partner and provide more integrated care and will be the first step in what hopefully becomes a more robust working relationship with PCHS.

Kayla Cartwright at Cerner CBO has been rescheduled for the April Board meeting as she was unable to attend.

Chairman of the Board, Stan Kats, awarded certificates to the graduates of the PCHS Management Institute. The Institute was created to help those individuals with leadership potential enhance their skill set. Graduates of the first class are Tara Overmiller, Fielzah Creighton, Nancy Johnson, Baily Black, Jennifer Dodds, Marissa Davis, Mika Cary, Katie Heinz, Codi Cox and Frank Burwell. I put down that there were ten graduates.

**PFAC:** Jennifer Dodds discussed the necessity of a Board Member joining the group. Committee guidelines require that a Board member participate and represent the Board on the PFAC committee. Jessie Wyrill and Ruth Hackerott volunteered to share the responsibilities.

## **REPORTS:**

**1. January 2018 Financial Report:** Rex Walk presented the January 2018 Financial Report. The January and February statistics were reviewed with the FY2018 year to date (YTD) statistical information. The following areas of hospital operations experienced increased activity levels over FY2017 activity levels: Admissions + 8%; Swing Bed Days + 3%; Surgeries + 5%; CT Scans + 7%; Specialty Clinic Visits + 6%; ER Visits + 1%. Hospital operational areas showing a decrease in YTD numbers included: PCMC - 13%; Outpatient Services – 2%; Mammograms – 3%; Radiology Procedures – 10%; MRI Procedures – 22%; Occupational Therapy - 22%. Physical Therapy statistics for FY2018 were somewhat less but remained consistent with last fiscal year levels.

The January 2018 Balance Sheet showed an increase in cash of \$289,892 (+52%) over last fiscal year to an amount of \$843,287 while the PCHS Accounts Payables increased by \$236,211

(+29%). Krystal Schwenn shared the specific line item detail regarding the Accounts Payable vendors and associated payable amounts owed. Realistic opportunities were presented for both entities to achieve operational breakeven or better status going forward. Ruth Hackerott moved to approve the financial report; seconded by Jessie Wyrill. Motion carried 7-0

Fielzah Creighton left the meeting at 6:50 pm

**2. The Fiscal Year 2019 Budget:** Krystal Schwenn and Tara Overmiller presented the FY2019 Budget for board consideration and approval. They presented the Board assumptions made in the formulation of the budget along with assurances of department head engagement throughout the process and the extremely deep dive into all expense categories utilizing a very fiscally conservative approach.

The major assumptions made to formulate the FY2019 Budget include the addition of a new family practice physician, reduction in ER physician coverage amounts, an increase in the number of outpatient specialty physicians, Senior Life Solutions meeting its volume expectations. Additional items include Operating volumes increasing, stronger relationship and value-added relationships with larger regional facilities, receiving less grant funding and appropriate 340b pricing for an entire year.

Rex Walk expressed his appreciation to both Krystal and Tara for their long hours and extra efforts at recovering the FY2019 budget schedule for presentation as promised. The Board Chairman expressed his appreciation to the staff for their diligence and hard work on the creation of the budget with that same sentiment expressed by other board members.

Jessie Wyrill motioned to approve the budget; Stan Robb seconded. Motion carried 6-0 with 1 No, Kelly Roe.

Marissa Davis left the meeting at 7:10 pm

## **COMMITTEE REPORTS:**

- 1. Credentialing Committee: The credentialing committee met and reviewed the applications of the following providers:**

**Reappointment with privileges as previously requested:**

William Marsh, M.D.	Consultant, Radiology Kearney
Gregory Seiler, CRNA	Allied Health, Anesthesia

Hazel Ames moved that the privileges be approved for all as requested; seconded by Ruth Hackerott. Motion carried 7-0.

- 2. Human Resource Committee:** No report. Due to conflicts in schedules, the committee was unable to meet in March.
- 3. Building, Equipment & Grounds:** Jessie Wyrill updated the Board on discussions with Ryan Craft, an architect with LK Architecture on costs and processes for renovating ER

Registration and nurses' station. Further discussions centered on the eight patient rooms being renovated as well to be ADA compliant. Additional details will be presented at future meetings as the discussions are in their infancy.

Kathleen Wilson joined the meeting at 7:45 pm

Kathleen Wilson left the meeting at 7:55 pm

#### **OLD BUSINESS:**

**1. Mammography Services:** Tara Overmiller updated the Board on the options available to PCHS in replacing the mammography services no longer being provided by Hays. Salina Regional Medical Center could potentially send their mobile unit to Phillipsburg starting in September of this year. Tara presented the Board options for buying new or refurbished equipment for PCHS along with pursuing grant funding. Mildred Hadley and Tara will provide more detailed information at the April Board meeting.

Lindsey Johnson joined the meeting at 8:09 pm

**2. Matching Grant: Student Loan Repayment Program:** Rex Walk discussed the Morgan and Cole Foundation grant and the requirement for funds this year from PCHS. The Foundation would cover 75% of the Student Loan Repayment program with PCHS covering the remaining 25%. The foundation has requested more information from PCHS before moving forward. The Board will table further discussions until the foundation has time to review.

Kathleen Wilson joined the meeting at 8:27 pm.

#### **NEW BUSINESS:**

**1. GE Radiology Contract:** Frankie Forbes requested approval on a resolution for the GE Radiology financing and down payment for the new equipment. The resolution comes at the behest of GE stating that the Board has fully considered the financing and the lease agreement. The resolution will ratify the agreement already in place. Ruth Hackerott moved that the resolution be approved; Vicki Constable seconded. Motion carried 6-0 with Kelly Roe abstaining as she had not seen the resolution.

**2. Laundry Services:** Tara Overmiller and Nick Kennedy presented the Board cost comparisons on the procedures utilized by PCHS with vendors that would take over the current process with the additional benefits of providing fresh linens. Nick provided the Board examples of the current linens and issues faced by the staff and patients. The monthly increase is minimal and outweighed by the return on a superior product and patient satisfaction. Vicki Constable

motioned to approve the recommended vendor, HLS; Ruth Hackerott seconded. Motion carried 7-0.

**3. Central Billing Office (CBO):** Rex Walk updated the Board on the current agreement with GPHA coming to an end June 2018 and the cost increase of 2.25% of receipts submitted by GPHA's new agreement. Options considered include the use of other vendors, reducing outsourced billings, and moving in-house. Codi Cox talked to the Board about the other considerations taken into account including cash flow and progress made by Cerner. Codi will work on providing a more in-depth analysis at the next Board meeting.

**4. Risk Management:** Rex Walk informed the Board that Sally Myer had resigned her role as Risk Management and Quality Assurance. Rex stressed the need to revamp the Risk Management process and needs to be fixed. Frankie Forbes discussed the possible option of outsourcing to keep the peer review impartial. Rex identified Docs Who Care as a potential source for physician peer review. Rex has asked that Hazel Ames take on the role in the wake of Sally's departure. Hazel has previously filled the role and has the respect of the providers and staff. Frankie Forbes suggested a vote to add the role as an extension of the Risk Committee that Hazel chairs. Ruth Hackerott motioned for approval; Jessie Wyrill seconded. Motion carried 7-0.

The Board tabled remaining agenda items until the next meeting.

**Next PCHS Board of Trustees' Meeting:** Thursday, April 26, 2018, 6:00 pm in the Education Conference Room at Phillips County Hospital.

**EXECUTIVE SESSION:** Ruth Hackerott moved that the Board enter executive session to discuss personnel issues pursuant to KSA 75-4319(b)(1) and employee-employer negotiation pursuant to KSA 75-4319(b) (3); that Board members, Les Lacey, Rex Walk, Frankie Forbes, and Rhonda Kellerman attend and that open meeting resume in the conference room at 9:50pm. Seconded by Jessie Wyrill. Motion carried unanimously. Chairman Kats announced a 5-minute recess while Krystal Schwenn, John Beim, Jennifer Dodds, Tara Overmiller, Codi Cox, Kathleen Wilson, Frank Burwell, Nick Kennedy, Steven Seems, Lindsey Johnson and Theresa Hughes left the meeting.

Open session resumed at 9:50 pm. Stan Robb moved that the Board waive the ruling requiring members be physically present to participate in the executive session and allow the member to participate via teleconference call; seconded by Jessie Wyrill. Motion carried 6-0.

Ruth Hackerott moved that the Board approve the proposed addendum to Dr. Ben Stephenson's current contract; seconded by Stan Robb. Motion carried 6-0 with Kelly Roe abstaining as she had not seen the addendum.

Jessie Wyrill moved that the Board enter executive session to discuss employee-employer negotiation pursuant to KSA 75-4319(b)(3) for a period of 20 minutes, that the same people attend, and that open meeting resume in the conference room at 10:12 pm. Motion carried 7-0.

Open meeting resumed at 10:12 pm. No action taken.

**ADJOURNMENT:** Stan Robb moved the meeting adjourn; seconded by Ruth Hackerott.  
Meeting adjourned at 10:13 pm.

Secretary Wazel Ames

Recorder [Signature]