

**BOARD OF TRUSTEES' MEETING**  
**Education Conference Room – Phillips County Hospital**  
**Thursday, July 26, 2018, 6:00 pm**

**Board Members Present:**

Stanley Kats

Vicki Constable

Christiane 'Criquet' Cole

Hazel Ames

Jayne Holle

Jessie Wyrill

Ruth Hackerott

Stan Robb

**Staff Present:**

Rex Walk, CEO

Les Lacy, VP Regional Operations of GPHA

Codi Cox, Patient Account Manager

Nick Kennedy, Maintenance Manager

Vickie Gibbs, Director of Nursing

Kathleen Wilson, CDM

Theresa Hughes, Board Recorder

Krystal Schwenn, CFO

Tara Overmiller, Marketing Director

Rhonda Kellerman, Clinic Administrator

Rebecca Flora, Materials Manager

Jennifer Dodds, Patient Engagement Director

**Community Present:**

Board Attorney Frankie Forbes, John Beim, Mika Cary, Destiny Kincaid and the Nex-Gen Interns, Conner Weinman, Alyssa DeBoer, Erica Hoover and Kylie Wood.

Chairman Stanley Kats called the Board of Trustees' meeting to order at 6:01 pm in the Education/Conference room at the Phillips County Hospital.

**Review of Agenda:** Chairman Kats asked for any additions to the agenda. No items added to the agenda. Jayne Holle motioned to approve the agenda; Hazel Ames seconded. Motion carried 6-0.

**Consent Agenda:** Chairman Kats asked for approval of the Consent Agenda. Vicki Constable requested the minutes from the special meeting held Wednesday, July 11<sup>th</sup> be removed from the Consent Agenda as they were not included in the packet. Les Lacey indicated that the GPHA report listed was not available. Jayne Holle noted a discrepancy in the individuals listed as having left before the executive session started. Vicki Constable moved to accept the consent agenda with the changes; Jayne Holle seconded. Motion carried 6-0.

**Public Comments:** None.

**Guest Introduction and Presentation:** Jennifer Dodds introduced the Nex-Gen Interns Conner Weinman, Alyssa DeBoer, Erica Hoover, and Kylie Wood. The program, funded by Nextech and PCED, provides job shadowing as well as coaching and mentoring. Each of the interns presented a PowerPoint presentation of their time spent at the hospital and clinic. They spent time in a multitude of departments learning different aspects of working in a rural facility. All of the interns enjoyed their time at PCHS and found it to be an eye-opening experience. As a final group task before returning to school, the interns were looking forward to decorating the PCHS float for Rodeo. Tara Overmiller invited the Board to participate and walk in the parade.

Jennifer Dodds, Conner Weinman, Alyssa DeBoer, Erica Hoover and Kylie Wood left the meeting at 6:32 pm.

Nick Kennedy joined the meeting at 6:32 pm.

Criquet Cole arrived at the meeting at 6:33 pm.

**REPORTS:**

**1. May 2018 Financial Report:**

ASSETS	Apr-18	May-18	1-May	LIABILITIES	18-Apr	1-May	17-May
Cash	\$952,863	\$771,451	\$821,490	Accounts Payable	\$1,306,371	\$1,291,459	\$692,914
Accounts Receivable	\$1,990,802	\$2,155,727	\$2,229,490	Current Portion Notes Payable	\$207,492	\$207,492	\$307,203
Allowance for Doubtful Accts	\$298,725	\$287,233	\$415,541	TOTAL CURRENT LIABILITIES	\$2,588,615	\$2,601,763	\$2,373,548
Allowance for 3rd Party Contractual Adjustments	\$193,223	\$193,233	\$15,611	TOTAL LONG TERM LIABILITIES	\$532,996	\$530,964	\$257,112
TOTAL ALLOWANCES	\$491,948	\$480,466	\$431,152	Operating Fund	\$1,685,288	\$1,685,288	\$1,491,113
Net Accounts Receivable	\$1,498,854	\$1,675,271	\$1,798,338	Restrictive Fund	\$113,639	\$113,639	\$303,037
Total Other Current Assets	\$314,369	\$332,686	4346,584	TOTAL FUND BALANCE	\$1,798,926	\$1,798,926	\$1,794,150
TOTAL CURRENT ASSETS	\$2,766,077	\$2,779,407	\$2,966,413				
TOTAL RESTRICTED ASSETS	\$120,551	\$217,756	\$329,864	NET PROFIT (LOSS)	\$8,532	\$83,912	\$372,093
NET PROPERTY AND EQUIPMENT	\$1,853,270	\$2,055,272	\$1,518,035				
TOTAL ASSETS	\$5,206,201	\$5,351,082	\$4,986,408				

**2. Revenue Cycle Report:** Codi Cox discussed the progress made in working with Kayla at Cerner, and the weekly call schedule will be moving to every two weeks. Codi will also be adding Revenue Cycle meetings with Department Managers to discuss anything going on in their departments that will potentially affect revenue. As the manager for Registration, Codi has set up training and education classes in Plainville for the department. Rex Walk informed the Board that after a great deal of hard work and dedication Codi has passed the test and is now a certified Revenue Cycle Manager (RCM) and as such oversees the entire financial life of a patient's account from creation to claims to payment.

Vickie Gibbs left the meeting at 6:40 pm.

Kathleen Wilson joined the meeting at 6:48 pm.

### **COMMITTEE REPORTS:**

- 1. Credentialing Committee:** No report this month.
- 2. Quality Committee:** Vicki Constable provided a written report of the month's Quality meeting. Vicki also spoke to the commendable efforts of the staff in meeting the KU standards of seven minutes or less to get an EKG done and read for people who present with suspected heart attacks. Vicki highlighted the PCHS Lab department for being at 100 percent compliance with Clinical Laboratory Improvement Amendments (CLIA). The Centers for Medicare & Medicaid Services (CMS) regulates all laboratory testing (except research) performed on humans in the U.S. through CLIA.

Frankie Forbes discussed a question brought to him regarding Hazel Ames working at the hospital and being a Board member. Frankie noted that due to Hazel not being an employee or receiving any benefits from PCHS and reporting directly to the Board there was no conflict of interest.

- 3. Building, Equipment & Grounds:** Nick Kennedy had no new updates for the Board.

### **OLD BUSINESS:**

**1. Dr. Wisinger Transition Update:** Rex updated the Board on the progress with Dr. Wisinger's move to Phillipsburg. Dr. Wisinger has worked out a deal with Jim Lanier at The Rodeway Inn on temporary housing as he and his family are awaiting their new home. The Board discussed the possibility of paying for the temporary housing. The house owned by the hospital was offered to Dr. Wisinger, but he did not think he would need it and it is currently occupied, with rent paid by Tyler Antenen, P.A.-C. Frankie Forbes noted that, as a tax-exempt entity, there would need to be some consideration and exchange given by the other party in return for the additional compensation as it cannot be a gift. Stan Robb suggested Dr. Wisinger

pick up ER shifts in return for the additional compensation. Rex and Frankie will continue working with Dr. Wisinger on a solution.

Rhonda Kellerman has already started all of Dr. Wisinger's credentialing and she anticipates everything will be in place by October 1st so there should be no delay in billings. Dr. Wisinger will be picking up shifts in September to help familiarize him with equipment and staff.

**2. Senior Life Solutions Quarterly Program Review:** Tara Overmiller, Destiny Kincaid, and Mika Cary presented an update on the Senior Life Solutions program. They are currently at capacity with ten clients. Mika has been promoting the program weekly throughout the county as well as in Smith Center and Alma, NE. Revenue from the program is above the projected budget and is at an 87% payment rate.

Mika Cary and Destiny Kincaid left at 7:34 pm.

#### **NEW BUSINESS:**

**1. Recognition Donor Bricks:** Rebecca Flora presented the Board with updated information from That's My Brick on selling memorial bricks that would help offset the cost of moving the front entrance, a move the hospital is currently undertaking. Two sizes would be available; four by four or four by eight. The company indicated they could do a logo, if requested, for a small fee. Jessie Wyrill suggested organizing a sub-committee to get the fundraiser underway. Ruth Hackerott motioned to approve the fundraiser and to leave the details up to the BEG committee; Jayne Holle seconded. Motion carried 7-0.

**3. High Plains Mental Health:** Frankie Forbes discussed with the Board a proposed agreement with High Plains Mental Health in which they would charge \$250 for every in-patient behavioral health screening but would agree to have HPMH psychologist here at least once a week. Those charges, in turn, could be billed to Medicare. The agreement would be for one-year but would have an evergreen renewal unless canceled by either party. Rhonda Kellerman indicated it had been a service requested by the physicians. Rex Walk indicated there was more information needed and would work on getting due diligence completed before being brought to the Board again. Ruth Hackerott motioned to approve moving forward; Jayne Holle seconded. Motion carried 7-0.

**4. Hospital House:** Rex Walk discussed potentially selling the house currently owned by the hospital. Tyler Antenen, who is currently living in the house, has expressed interest in purchasing the home. Nick Kennedy spoke to the condition of the house and did not foresee any major issues that would need to be addressed before selling. Jayne Holle inquired as to where the proceeds would go. Stan Kats indicated it would be to the county and the County Commissioners would have the discretion as to fund allocation. Rex will discuss it further with the County Commissioners on Monday. Frankie Forbes will look back on the history of the

house and agreement when purchased. Stan Kats suggested having the property appraised again while discussions on selling continue.

**Next PCHS Board of Trustees' Meeting:** Thursday, August 23, 2018, 6:00 pm in the Education Conference Room at Phillips County Hospital.

**EXECUTIVE SESSION:** At 8:05pm, Jayne Holle moved that the Board enter executive session for a period of ten minutes for the discussion of personnel matters of nonelected personnel pursuant to K.S.A. 75-4319(b)(1), that Board members, Rex Walk, Frankie Forbes, Rhonda Kellerman, Tara Overmiller, Krystal Schwenn, and Les Lacy attend to participate in the discussion; and that open session resume in the conference room. Seconded by Hazel Ames; motion carried 7-0. Chairman Kats called a five-minute recess while Nick Kennedy, Rebecca Flora, Kathleen Wilson, Codi Cox, Theresa Hughes, and John Beim left the meeting. EXECUTIVE SESSION Began at 8:10 PM. Open session resumed at 8:20 pm; no action taken.

Jessie Wyrill moved that the Board reenter executive session for a period of 10 minutes to discuss trade secrets pursuant to K.S.A. 75-4319(b)(4); that the people present attend to participate in the discussion and that the open session resume in the conference room. Seconded by Vicki Constable; motion carried 7-0. Executive session began at 8:22 pm. Open session resumed at 8:32 pm. No action taken

Jayne Holle moved that the Board reenter executive session for a period of thirty minutes for privileged attorney-client discussion with the Board's attorney pursuant to K.S.A. 75-4319(b)(2); that only the Board members, Frankie Forbes, and Rex Walk attend. Chairman Kats called a three-minute recess while Rhonda Kellerman, Tara Overmiller, Krystal Schwenn, and Les Lacy left the meeting. Executive session started at 8:37 pm. Open session resumed at 9:07 pm. No action taken.

**ADJOURNMENT:** Ruth Hackerott moved that the meeting adjourn. Seconded by Stan Robb. Meeting adjourned at 9:08 pm.

Secretary Hazel Ames

Recorder [Signature]