

**BOARD OF TRUSTEES' MEETING**  
**Education Conference Room – Phillips County Hospital**  
**Thursday, September 27, 2017 12:00pm**

**Board Members Present:**

Stanley Kats

Jayne Holle

Christiane 'Criquet' Cole

Kelly Roe

Hazel Ames

Stan Robb

Jessie Wyrill

Ruth Hackerott

**Staff Present:**

Rex Walk, Interim CEO

Tara Overmiller, Marketing Director

Vickie Gibbs, Director of Nursing

Jessica Hawkins, RN

Melinda Van Kooten, RN

Theresa Hughes, Board Recorder

Krystal Schwenn, CFO

Rebecca Flora, Materials Management

Codi Cox, Patient Account Manager

Emily Whitney, RN

Tracy Sanson, RN

**Community Present:**

Board Attorney Frankie Forbes, John A. Beim, Tad Felts, Lacey Ninemeyer, Timothy Seifert

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

**Review of Agenda:** Chairman Kats asked for any additions to the agenda. Additions requested included: 1) Grant Update: The agenda notes that a grant was submitted to the Morgan and Cole Foundations; Jayne Holle asked that it be corrected to show it was only submitted to the Morgan Foundation. Hazel Ames moved 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. Jayne Holle noted the Consent Agenda was missing the Quality Meeting report. The report is under Committee Reports in the Board Packet. Jayne Holle moved to accept the Consent Agenda; Kelly Roe seconded. Motion carried 7-0

**Public Comment:** None.

**Introduction of Guests:** Rex Walk introduced Lacey Ninemire, Respiratory Therapist and Tim Seifert, PA. Lacey and Tim spent the day at PCH considering employment opportunities.

Rex asked four members of the nursing staff, Jessica Hawkins, Melinda Van Kooten, Vickie Gibbs, and Emily Whitney, to update the Board on their continuing education quest to become Advanced Registered Nurse Practitioners. Rex stated all of them display great dedication and passion for nursing and are committed to furthering their education and serving their community.

Jessica Hawkins, Melinda Van Kooten, Vicky Gibbs, and Emily Whitney left the meeting at 6:26 pm.

**REPORTS:**

**1. August 2018 Financial Report:**

	Current Year	Last Year	Trend
<b>Assets:</b>			
Cash	\$ 742,460	\$ 912,594	Down
Inventories	\$ 444,179	\$ 214,243	Up
Accounts Receivable	\$ 1,978,910	\$ 1,951,765	Up
<b>Total Current Assets</b>	<b>\$ 2,808,017</b>	<b>\$ 2,889,372</b>	<b>Down</b>
<b>Liabilities:</b>			
Accounts Receivable	\$ 1,580,630	\$ 813,371	Up
<b>Total Current Liabilities</b>	<b>\$ 3,031,243</b>	<b>\$ 2,166,779</b>	<b>Up</b>
Operating Fund	\$ 1,675,555	\$ 1,235,896	Up
Restricted Fund	\$ 119,639	\$ 303,037	Down

**2. Charity Care Request for Board Approval:** Codi Cox presented the Board with one request for Charity Care. The requested amount is \$5,352 which is approximately 83% of the total bill; the patient will be responsible for the remainder. Jayne Holle moved to approve the request; seconded by Ruth Hackerott. Motion carried 7-0.

Lacey Ninemire left the meeting at 6:35 pm.

**COMMITTEE REPORTS:**

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

**New Appointment with privileges:**

Tyson Wisinger, M.D.

Active Staff, Family Practice

**Reappointment with privileges as previously requested:**

Jennifer Chambers-Daney, APRN      Locum, Allied Health

Hazel Ames moved that the privileges be approved as requested; seconded by Jessie Wyrill. Motion carried 7-0.

2. **Quality Committee:** Jayne Holle reported on items concerning hand washing and how the OR and procedure rooms are checked for sanitation. She also reported Deb Hadley had reviewed 28 charts for August and all patients qualified for their hospital stays. During the Quality meeting, Nancy Molzahn brought up the benefits of an automated medication supply cabinet system. The committee will continue to investigate the benefits and possible acquisition if it shows a return on investment.
3. **Human Resource Committee:** Did not meet in August.
4. **Building, Equipment, and Grounds (BEG) Committee:** Kelly Roe updated the Board on a few items including the fire door upgrades were done and went well. The Main entrance and windowsills received a resurface upgrade. The roof is on track for October/November timeframe. Jayne Holle added that the main doors and Senior Life Solutions doors are open only from 7:00 am to 5:00 pm weekdays confusing some people. Tara Overmiller indicated there would be permanent signs installed directing them to utilize the emergency room entrance after 5:00 pm and on weekends. Jayne also noted that Nick Kennedy is working on obtaining the hospital's fire door footprint to reevaluate the placement and necessity of additional fire doors.

#### **OLD BUSINESS:**

1. **Update Regarding Ongoing Negotiations with GPHA:** Frankie Forbes updated the Board on his further negotiations with GPHA. Frankie has been working on a formal forbearance agreement but has been unhappy with several last-minute proposals by GPHA. Frankie was contacted Wednesday, September 26<sup>th</sup> by GPHA interested in a proposal for financial services only. Until decisions on the remaining two contracts have been made, GPHA does not want to finalize the forbearance agreement. The offer they are making on the CBO agreement is 2.25% as long as there is an outstanding debt owed on the contract; the fee would drop to 2.1% after the account is current and there would be a 90 day out clause. GPHA has also stated that if PCHS does decide to go to Cerner for their CBO, they will not provide any future billing assistance. The financial services only model is for \$6,666 per month. Rex Walk noted there are services not needed on the proposed model that could potentially lower the bill to \$5,000 each month. Stan Katz would like a proposal that includes only the services PCHS truly needs and Frankie Forbes suggested GPHA provide PCHS with hourly fees for requested services. Kelly Roe inquired about issuing an official RFP to other companies. Rex would like to hold off on that process until the determination has been made on the remaining GPHA

contracts. Kelly questioned if the best option for PCHS was to be in any relationship with GPHA. Jayne Holle suggested that additional time is given to the financial services model to bring it more in line with the needs of PCHS. Kelly Roe reiterated her concern in not having an official RFP for services from other companies. Rex recommended giving Frankie the additional time needed to negotiate the financial services agreement based on needs and concerns from all PCHS departments.

**2. Front Entry Way Status Update:** Codi Cox discussed the transition to the new entrance. Jennifer Dodds has been instrumental in working with the community on working through the issues both good and bad. Tara Overmiller recognized The Advocate for their free publicity in informing the public and Tad Felts for discussing the move on his show several times. Codi noted that the staff has been very helpful to patients as they are entering the building and are now able to see if anyone may need assistance in the parking lot.

**3. Centralized Billing Office (CBO):** Frankie discussed two proposed agreements with Cerner, one for three years and one for five. Cerner has made some concessions including dropping an arbitration provision and adding a mediation process in case of any dispute. With this agreement, PCHS would have no access to GPHA for billing expertise. Frankie Forbes noted that the contract with Cerner would then provide those resources, but PCHS billing personnel reported hesitancy to begin working with unknown Cerner staff. Rex recommended signing the contract with Cerner to lock in the 1.99% fee for three years.

Tracy Sanson and Rebecca Flora left the meeting at 8:13 pm.

Tara Overmiller left the meeting at 8:21 pm

**4. Strategic Imperatives Update:** With Tara Overmiller needing to leave the meeting early Rex indicated he would send out her report to the Board members to review where PCHS is with the strategic goals.

#### **NEW BUSINESS:**

**1. Grant Update(s):** Jayne Holle informed the Board that the Morgan Foundation did approve the PCHS request for three monitors/defibrillator and Powerheart AED at 75% of the cost making the hospital responsible for the remaining 25% which would be roughly \$15k. It was suggested that the 15k come from tax monies. Jayne Holle motioned to approve the acceptance of the grant and 25% payment from tax money; Jessie Wyrill seconded. Motion carried 7-0.

Rex informed the Board that a Kansas Health Foundation grant request was written to help cover a PCHS employee wellness program to include testing, a wellness coach and the Wellness Center. Such a program could potentially drive down health insurance costs.

A Ship grant was submitted for about \$9k for nursing and infection control.

**2. Board Room Naming Request: Curtis Erickson Conference Room:** Rex discussed the renaming of the main floor conference room to the Curt Erickson Conference Room due to his tireless dedication to rural healthcare throughout his career. Jayne Holle thought it would be a privilege and honor to name the room after him and motioned that the room be renamed; Kelly Roe seconded. Motion carried 7-0.

### **BOARD EDUCATION:**

**1. Sharing of Vizient Community Hospital Meeting Information:** Rescheduled to a later date.

**2. Additional Board Educational Opportunities:**

Kansas Hospital Association (KHA) Events

- a. Regional Trustees' Meetings: Salina - Oct. 17th  
Colby - Oct. 18th
- b. KHA Political Action Committee Update  
Organizational Goal: \$250 (Actual: \$400)

**Next PCHS Board of Trustees' Meeting:** Thursday, October 25, 2018, 6:00 pm in the Curt Erickson Conference Room at Phillips County Hospital.

**EXECUTIVE SESSION:** At 8:45pm, Kelly Roe moved that the Board enter executive session in the east conference room for a period of 15 minutes to discuss personnel matters pursuant to K.S.A. 75-4319(b)(1), that only the Board, Rex Walk, Frankie Forbes, and Rhonda Kellerman attend and that open session resume in the main conference room. Motion seconded by Ruth Hackerott and carried 8-0. Chairman Stan Kats called a five-minute recess while the Board members moved to the east conference room. Krystal Schwenn, Codi Cox, John Beim, Tad Felts, Timothy Seifert, and Theresa Hughes exited.

**OPEN SESSION:** At 9:10 pm the executive session group returned to the main conference room, and open session resumed. Tim Seifert, PA, joined the meeting and shared information about his professional career. Mr. Seifert answered all questions posed by the Board. Chairman Stan Kats, on behalf of the Board, offered a position as a mid-level provider to Mr. Seifert to see patients in the clinic at least three days per week and provide emergency room

coverage two nights per week. CEO Rex Walk and attorney Frankie Forbes will work out contract details.

**EXECUTIVE SESSION:** At 9:20pm, Kelly Roe moved that the Board enter executive session for a period of 30 minutes in the basement conference room to discuss personnel matters pursuant to K.S.A. 75-4319(b)(1), that only the Board, Rex Walk, and Frankie Forbes attend and that open session resume in the main conference room. Motion seconded by Ruth Hackerott and carried 8-0. Rhonda Kellerman exited, and the executive session group moved to the basement conference room.

**OPEN SESSION:** At 9:55 pm, the open session resumed. No action taken.

**ADJOURNMENT:** Ruth Hackerott moved that the meeting adjourn; seconded by Jayne Holle. Meeting adjourned at 9:57 pm

Secretary Nazel Ames

Recorder [Signature]