

**BOARD OF TRUSTEES' MEETING**  
**Curtis C. Erickson Conference Room – Phillips County Hospital**  
**Thursday, November 15, 2018, 6:00 pm**

**Board Members Present:**

Stanley Kats  
Jayne Holle  
Kelly Roe  
Ruth Hackerott  
Vicki Constable

Stan Robb  
Criquet Cole  
Jessie Wyrill  
Hazel Ames

**Staff Present:**

Rex Walk, CEO  
Codi Cox, Patient Account Manager  
Vickie Gibbs, Director of Nursing  
Nick Kennedy, Maintenance Manager

Rhonda Kellerman, Clinic Administrator  
Rebecca Flora, Materials Management  
Donna Winchell, HIM Director  
Theresa Hughes, Board Recorder

**Community Present:**

Board Attorney Frankie Forbes, Les Lacey, John A. Beim, Tad Felts, Jim Cole

Chairman Stanley Kats called the Board of Trustees' meeting to order at 6:04 pm in the Curtis C. Erickson conference room at the Phillips County Hospital.

**Review of Agenda:** Chairman Kats asked for any additions to the agenda. Additions requested included: Kelly Roe brought to the Board's attention that they had not voted to approve the audit presented to the Board in October. Stan Robb suggested it be added under New Business. Hazel Ames motioned to approve with the addition of the audit; seconded by Jayne Holle. Motion carried 7-0.

**Consent Agenda:** Chairman Kats asked for approval of the Consent Agenda. Jayne Holle asked that the October minutes be updated: Tim Siefert's hours should read that his coverage of the Emergency Room would begin at 5:00 pm on Wednesdays. Ruth Hackerott moved to accept the Consent Agenda with the correction; Jayne Holle seconded. Motion carried 7-0

**Public Comment:** None.

**REPORTS:**

**1. Revenue Cycle Update:** Codi Cox reported the month's revenue as of November 15<sup>th</sup> is \$366,775 (average \$24,451 per day). Days in AR are still running at 58, down from 68 at this time last year.

**2. Charity Care Request:** Codi Cox presented the Board with one request for Charity Care. The requested amount is \$10,614 which is approximately 100% of the total bill; the patient met all of the criteria necessary. Vicki Constable moved to approve the request as presented; seconded by Kelly Roe. Motion carried 7-0.

Jessie Wyrill joined the meeting at 6:20 pm

### 3. September 2018 Financial Report:

Assets	Sept. 2018	Aug. 2018	Sept. 2017	Liabilities	Sept. 2018	Aug. 2018	Sept. 2017
Cash	\$ 684,511	\$ 742,460	\$ 908,999	Accounts Payable	\$ 1,377,914	\$ 1,580,630	\$ 1,009,629
Accounts Receivable	\$ 2,096,774	\$ 1,978,910	\$ 2,118,803	Total Current Liabilities	\$ 2,807,301	\$ 3,031,243	\$ 2,355,178
Net Accounts Receivable	\$ 1,715,341	\$ 1,530,759	\$ 1,966,605				
Total Current Assets	\$ 2,667,689	\$ 2,808,017	\$ 3,161,460	Total Long Term Liabilities	\$ 508,974	\$ 503,994	\$ 232,745
Board Designated Funds	\$ 18,933	\$ 18,831	\$ 19,077				
Total Restricted Assets	\$ 119,337	\$ 245,542	\$ 379,773	Operating Fund	\$ 1,675,955	\$ 1,675,955	\$ 1,102,562
Total Property and Equipment	\$ 9,421,190	\$ 9,288,030	\$ 8,872,950	Restricted Fund	\$ 113,639	\$ 113,639	\$ 303,037
Depreciation	\$ 7,379,421	\$ 7,348,313	\$ 7,489,662				
Net Property and Equipment	\$ 2,041,769	\$ 1,939,717	\$ 2,041,769	Net Loss	\$ (258,140)	\$ 312,723	\$ 950,075
Total Assets	\$ 4,847,728	\$ 5,012,107	\$ 4,943,597	Total Liabilities and Fund Balance	\$ 4,847,728	\$ 5,012,107	\$ 4,943,597

Tara updated the Board on Senior Life Solutions and the interviews taking place to complete the hiring for Mika Cary's open position. Stan Kats inquired as to any credits PCHS would be receiving from Psychiatric Medical Care, LLC in the interim. Rex indicated Frankie Forbes would be going over the contract with PMC and they had suspended billing PCHS for the month there was not a therapist on staff.

Tara played the ad that will be running during the football game. She is currently concentrating marketing towards the clinic and is working with Tim Seifert on a campaign announcing his arrival at PCMC. Tara said the clinic is looking to expand pediatric services with Dr. Wisinger and she is creating a "first-year" campaign around her newborn son.

Tara was notified of a grant awarded this month that she had applied for in May in the amount of \$41,000 to cover telemedicine services. Bryan Health, a nonprofit health system and a leader of telemedicine, met with PCH and discussed the areas the grant would cover. PCHS is currently evaluating the services that are the best fit for the facility.

Rex updated the Board on several office moves due to some changes in roles and responsibilities and the physicians requesting a lounge in the hospital.

### COMMITTEE REPORTS:



**1. Capital Equipment Request - Dish Machine:** Nick Kennedy and Rebecca Flora worked together to obtain a better quote to replace the failing dishwasher in the dietary department. The initial quote was for \$30,870 from Hobart on the equivalent machine. Nick and Rebecca looked at smaller versions with Hobart but ran into issues with electrical and hood placement. After researching additional companies, a quote was obtained from U.S. Foods for a machine similar to the one currently in use for \$19,865. Criquet Cole asked that the contract be looked over to ensure all necessary items have been included so as not to have any surprises with additional costs down the road. Jayne Holle motioned to approve the purchase while continuing to look for a grant to offset the cost; seconded by Stan Robb. Motion carried 8-0.

**2. Addition of Audit Approval Vote:** Kelly Roe motioned that the 2018 audit presented by BKD, LLP at the October Board of Trustees Meeting be approved; seconded by Ruth Hackerott. Motion carried 8-0.

**Next PCHS Board of Trustees Meeting** – December 20, 2018, 12:00 pm in the Curtis C. Erikson Conference Room.

## **BOARD EDUCATION:**

### **1. Kansas Hospital Association (KHA) Events**

- Rural Health Symposium – November 15th, Hilton Garden Inn – Salina, Kansas

### **2. PCHS Board Retreat**

- January 2019 (Exact Date TBD)

**EXECUTIVE SESSION:** At 8:12pm, Vicki Constable moved that the Board enter executive session for a period of twenty minutes for attorney-client consultation pursuant to K.S.A. 75-4319(b)(2), that the Board, Codi Cox, Frankie Forbes, and Rex Walk attend to participate in the discussion and that open session resume at 8:40 pm in the Curtis Erickson conference room. Seconded by Kelly Roe and carried unanimously. Chairman Stan Kats announced a seven-minute recess while Rhonda Kellerman, Rebecca Flora, Nick Kennedy, Donna Winchell, Vickie Gibbs, Les Lacey, Tad Felts, John Beim, Jim Cole, and Theresa Hughes left the meeting. Executive session began at 8:20 pm.

**OPEN SESSION:** Open session resumed at 8:40 pm. No action taken.

Codi Cox led a discussion on Quadax, a “claim scrubber” utilized in billing. Codi reported receiving an email from Great Plains Health Alliance informing PCHS that the Quadax service provided through their central billing office would be shut off at 5 pm, Friday, November 16th. She had contacted the Quadax company, and the services are available for purchase directly but it might take some time to install, and the total cost was unknown. Frankie Forbes stated that it was his opinion that the Quadax service was a separate contractual agreement and not

part of GPHA billing services. Discussion continued on how to proceed. Vicki Constable moved that Rex Walk and Frankie Forbes be given the authority to pursue the most expedient and economical way to obtain the Quadax, or equivalent, service. Seconded by Jayne Holle. Motion carried unanimously.

**ADJOURNMENT:** Kelly Roe moved the meeting adjourn; seconded by Jayne Holle. Motion carried unanimously. Meeting adjourned at 9:10 pm.

Secretary Nazel Ames

Recorder 