



August 30, 2017

7:00 PM

Welcome Announcement of Open Meeting Law Posting

Loren Wiedel called the meeting of the Thayer County Health Services Board of Trustees to order on August 30th, 2017, at 7:00p.m., in the TCHS Bruning Conference room, 120 Park Avenue, Hebron, NE. The open meeting laws are posted and viewable in the conference room.

Present on roll call were: Karen Dahlkoetter, Laura Tuma, Loren Wiedel, Libby Heitmann, and Craig Pope.

Others in attendance: Dave Burd, Tami Brose, Stephanie Boldt, Lori Grummert, Amber Lubben, Jamie Koch, Doug Wismer, Rita Luongo, Kris Montgomery, Ryan Sawall, Brad Cooper and Dr. Vonderfecht.

Approval of Agenda & Approval of July 2017 (Meeting on August 2nd) Board Meetings Minutes

Board reviewed the August 2nd, 2017 meeting minutes. Libby made a motion to approve the August 2nd, 2017 board meeting minutes, Craig seconded the motion. Roll call taken: Craig Yes, Libby Yes & Loren Yes. Karen Abstained. Laura Abstained. Motion carried.

Financial Statements –

Due to audit preparation and staff training, the July financial statements were not finalized yet. Doug discussed the hiring of the cash posting position in accounting. Cash on hand and AR days are improving. Doug presented the final unaudited financials for the year ended June 30, 2017. Doug provided an overview of the Management's Discussion and Analysis. Doug also reviewed the Key Statistics included in the financial packet. The impact of the Cerner conversion and the status of outstanding issues that are impacting AR days were discussed. Doug distributed the monthly statistics for July 2017. A Statement of Cash Flows was requested by the Board. Libby made a motion to approve the final unaudited financials for the year ended June 30, 2017, Karen seconded the motion. Roll call taken, All Yes. Motion carried.

Officers Reports:

1. Chief Executive Officer's Report – David Burd

Consent Agenda–Loren took voice vote to approve the Consent Agenda. Roll call taken, All Yes. Motion carried. **Discussion before motion:** Dave gave an explanation of the approval process for the lab equipment described in the July 2017 Medical Staff Minutes.

- a. **Quality Scorecards** – Amber reviewed the core measures scorecards that were included in the Board packet (aggregate and TCHS specific). Amber discussed the measures included in the scorecards and answered questions from the Board. Scorecards will be presented to the board quarterly.
- b. **Employee Engagement Survey – Plan of Action Process:** Dave reported on the process utilized to communicate the results of the employee engagement survey. The survey results were provided to all TCHS employees and Board members. Dave will be holding employee forums on September 5th and 7th. Dave also explained the expectations of staff and directors along with timeline to develop an action plan, which will be completed by the end of September. The organizational action plan will take into account the survey results, staff feedback to directors, and the departmental action plans. A national speaker (Liz Jazwiec) will be presenting to TCHS staff on October 3rd in regard to driving negativity out of the workplace.
- c. **McCarthy Construction Report** – The completion of the pharmacy stress test and specialty clinic areas are tentatively scheduled for the end of September. Most of the concrete has been poured with the remainder being done in a couple of weeks. Corridor updates will begin soon. Contingency usage has not changed a lot since the last report to the Board and is \$14,455. Demo is near completion with the exception of some ceilings.

2. Chief Nursing Officer Report – Jamie Koch
 - a. Physician Credentialing
 1. Initial appointments
 - a. None
 2. Reappointments: -
 - a. None
3. Chief Financial Officer – Doug Wismer
 - a. Revenue Cycle Update – The detailed invoice started going out to patients last week. Cash posting is now being done internally (see notes in Financial Statements section). The bond issue received a lower interest rate than expected (consortium banks will be paid the same day that funds are received).
4. Chief Operations Officer – Stephanie Boldt
 - a. Hebron Clinic Enhancements – Stephanie reported on marketing the walk-in aspect of Hebron Clinic; and extended hours on Mondays. Stephanie reported on the marketing plan for the enhancements: radio, newspaper, press release, mailers, social media, & word of mouth. Stephanie addressed the concern of scheduling and meeting the needs of walk-ins.

Old Business For The Board – *Do not have a formal policy for accounts payable approval limits – policy being developed.*

Miscellaneous/New Business For The Board – A special board meeting will be held on September 15th at 11:30am to discuss personnel items.

Visitor Comments – No visitor comments.

Executive Session – No Executive Session

At 8:25pm, Karen made a motion to adjourn, Craig seconded the motion. Roll call taken, All Yes. Motion carried.



Tamara Brose, HR Director



David Burd, CEO

**Thayer County Health Services
Board of Trustees Meeting**

September 15, 2017

Loren Wiedel called the meeting of the Thayer County Health Services Board of Trustees to order on September 15, 2017 at 11:30 a.m. via telephone conference call.

Present on roll call were: Loren Wiedel, Craig Pope, & Laura Tuma. Absent: Libby Heitmann

Others in attendance on conference call: Deb Goldsmith, CHI.

Executive Session - Laura moved, seconded by Loren, to go into Executive Session at 11:33 a.m. to discuss personnel matters. Roll Call Taken: All Yes. Motion Carried

Attendees: Craig Pope, Laura Tuma, Loren Wiedel, and Deb Goldsmith, CHI.

Karen Dahlkoetter Else joined the telephone conference call at 11:45 a.m.

Laura moved, Loren seconded to exit Executive Session at 12:27 p.m. and return to regular meeting. Roll call taken, All Yes. Motion carried.

Regular Session - Laura moved, Craig seconded to adjourn at 12:28 p.m. Roll call taken, All Yes. Motion carried.



Craig A. Pope
Secretary