



January 3, 2018

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 January 3rd, 2018, at 7:01p.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: Laura Tuma, Loren Wiedel, Libby Heitmann, Karen Dahlkoetter and Craig Pope.

Others in attendance: Dave Burd, Tami Brose, Stephanie Boldt, Jamie Koch, Brad Cooper, Dr. Hubl, Doug Wismer, Deb Goldsmith, Lori Grummert, Dr. Heinrichs, Shawn Petras,

Approval of Agenda & Approval of November 29th, 2017 Board Meetings Minutes

Board reviewed the November 29th, 2017 meeting minutes. Craig reported on one correction: Lori Grummert was not in attendance and name needs to be removed from those present. **Libby made a motion to approve the November 29th, 2017 board meeting minutes with recommended change, Karen seconded the motion. Roll call taken: Libby Yes, Craig Yes, Laura Yes, Karen Yes & Loren Yes. Motion carried.**

Wellness Center/Employee Wellness Program Update: Marissa Bongers, Wellness Program Coordinator, gave a presentation on the Wellness Center and Employee Wellness Program. Marissa reported on the one year celebration hosted December 21st. There are 340 active memberships. Since December 1st, there have been 34 new memberships. Of the 340 memberships, 70 are TCHS employees. Marissa explained the Wellness Center membership rates. Marissa reported on the Employee Wellness Program kick off. Marissa explained the importance of having a healthy workforce and handed out highlights of the wellness program.

Financial Statements –

Doug reviewed the financial packet through October 31st, 2017 and highlighted the new pages included in the packet. Doug went through the Management's Discussion and Analysis that was included in the board packet. Doug said that expenses have been controlled, but revenue has been under budget; Doug reported on aging deterioration in Cerner accounts and bad debt write-offs on older accounts. He will provide a self-pay aging report at the next meeting. Doug walked through the comparative statement of revenue and expenses and referenced a Patient Service Revenue Summary that was handed out at the meeting. Doug explained the Days in Accounts Receivable and Revenue vs. Collections charts added in this month's packet. Doug reported on the approval of an Amnesty Program for the CPSI accounts. **Craig made a motion to approve the October 31st, 2017 financial statements, Laura 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:** None*

- a. **Performance Improvement Committee Restructuring** – Dave summarized the restructuring of the Performance Improvement Committee, which will be chaired by Stephanie Boldt, COO. Each director will be empowered to determine measures tracked and be held accountable for those measures. Directors will be reporting to the committee on a monthly basis. Dave provided an update on the role of Quality Improvement Coordinator, which will include quality initiatives, HCAHPS, AIDET, and ACO. Stephanie described what is expected in PI meetings and the utilization of Action Cue to track organizational measures.

- b. **Strategic Planning Update** – Dave reminded the board of the Board Retreat on January 24th, 4p-6pm at TCHS in Bruning Conference Room. Dave will send packets out to board at least a week before retreat.
 - c. **Specialist Recruitment** – Dave reported that specialist recruitment has been ongoing and that progress has been made. Efforts have focused on recruiting an ENT and Oncologist. Dave reported on recent conversations with Dr. Semm's office and Heartland Hematology and Oncology in Council Bluffs.
 - d. **Construction Update** – Dave gave update on construction. Dave reported on the sterile storage area, chemo infusion room, and the Hebron Clinic renovations.
2. Chief Nursing Officer Report – Jamie Koch
- a. Physician Credentialing –
 - 1. Initial appointments
 - a. Khaled Hamada, MD (Radiology)
 - 2. Reappointments: -
 - a. None
- Karen made a motion to approve the physician initial appointment based on the recommendations of the medical staff. Craig seconded the motion. Roll call taken, All Yes. Motion carried.
3. Chief Financial Officer – Doug Wismer
- a. None
4. Chief Operating Officer – Stephanie Boldt
- a. Compliance Program/Webinars – Stephanie invited the board to attend compliance webinars held in the TCHS Bruning Conference Room. TCHS has registered for four NHA compliance webinars, which would allow Board members to receive eight hours toward certification. Stephanie also gave an update on the compliance program.
5. VP of Clinic Services – Shawn Petras
- a. Hebron Clinic Renovation – Shawn gave a report on the clinic renovation. Work is currently being done on the hallway where Dr. Hubl and Dr. Heinrichs' offices are located. Next Thursday, Dr. Hubl's office and three exam rooms will be available. Phase two won't start until DHHS approves the completion of phase one.
 - b. Provider Recruitment – Shawn gave an update on Physician Assistant recruitment. The Jackson Physician Search firm is assisting with the recruitment.

Old Business For The Board – None

Miscellaneous/New Business For The Board –

Loren reminded the board that the January board meeting will include officer election. Loren asked board to think about nominations.

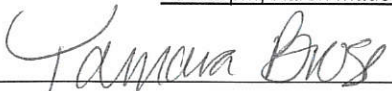
Dave requested that the role of COO be appointed as an additional check signer to replace the Revenue Cycle Director. Craig made motion to replace Revenue Cycle Director with COO as additional signer to bank accounts. Karen seconded.

Dave reported on new hires that started today: Erica Christianson, Executive Assistant (who will be taking board meeting minutes moving forward); Susan Miller, Hospital RN; and April Espinoza, Receptionist.

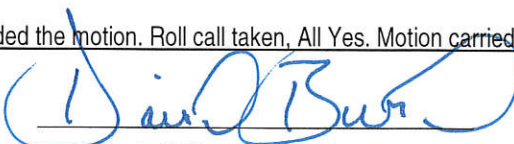
Visitor Comments – No visitor comments.

Executive Session – No Executive Session

At 8:33pm, Karen made a motion to adjourn, Craig seconded the motion. Roll call taken, All Yes. Motion carried.



 Tamara Brose, HR Director



 David Burd, CEO