



February 28, 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 February 28<sup>th</sup>, 2018, at 7:03p.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, Craig Pope, and Karen Dahlkoetter

Others in attendance: Dave Burd, Erica Christianson, Stephanie Boldt, Jamie Koch, Dr. Hubl, Doug Wismer, Deb Goldsmith, Lori Grummert, Dr. Heinrichs, Shawn Petras, Rita Luongo, Michael Logsdon, Brad Cooper, Hayley Ridder

#### **Approval of Agenda & Approval of January 31, 2018 meeting minutes, January 31, 2018 Executive Session minutes, and January 24, 2018 Board Retreat Meeting Minutes**

Board reviewed the January 31, 2018 meeting minutes, the January 31, 2018 Executive Session minutes, and the January 24, 2018 Board Retreat Meeting Minutes. **Laura made a motion to approve the January 31, 2018 board meeting minutes, the January 31, 2018 Executive Session minutes, and the January 24, 2018 Board Retreat minutes; Libby seconded the motion. Roll call taken: Libby Yes, Craig Yes, Laura Yes, Loren Yes, & Karen abstained due to absence on January 31, 2018. Motion carried.**

#### **Financial Statements –**

The January financial statements were presented to the board. Doug stated that January as well as year-to-date was under budget, and discussed the specific departments that were under budget. Doug stated that contractual adjustments were over budget due to higher Medicare revenue and optimistic Medicare reimbursement budget; bad debts were over budget due to increased bad debt write-offs. Doug reported that retail pharmacy revenue was under budget due to fewer scripts being filled for nursing homes. Year-to-date total loss (2.4%) compares to last year's loss (2.4%), while year-to-date EBIDA margin (10.2%) is up from last year's margin (6.4%). Liquidity: Doug reported that total cash and investments increased in January, with total days cash on hand at 25.9 days compared to 15.4 days at December 31, 2017. A FY18 interim Medicare payment was received on February 2, 2018 with another payment expected later in February. Doug reported that the McCarthy invoice for January was rejected due to overbilling for clinic work. **Craig made a motion to approve the January 2018 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:** Dave mentioned that going forward the consent agenda will include minutes of Med Staff, Performance Improvement and Policies and Procedures.*

- a. **TCHS Bylaws Review** – Dave reported that Part 12 of the Bylaws requires the CEO to review the bylaws annually for compliance and accuracy, and give a report to the board. Dave mentioned that he did not see anything in the bylaws that raised concern or required change. Dave reviewed key parts of the bylaws with the board and asked for input on various items such as compensation and committees.

- b. **Specialists Recruitment**– Dave reported that he received a call today from Dr. Pflug informing him that he will not be coming to TCHS due to logistics challenges with his other clinics. Dave reported that he has contacted ENTs in Columbus, NE and that they have shown interest; conversations will be ongoing. Oncology: Dave reported that the oncology clinic is still on target for May opening. Dave reported that Dr. Warner has agreed to attend the Cattlemen’s Ball, which will give a lot of exposure to the oncology clinic. Surgeries: Dave commented that Doug has pulled stats for surgery volumes for TCHS specialists, and that he will be meeting with specialists individually to discuss increasing volumes.
  - c. **TCHS Open House** – Dave reported that an Open House to celebrate the completion of the hospital’s construction project will be held April 29<sup>th</sup> from 12pm-3pm (tentatively). The open house will include lunch, a short program and hospital tours. Dave commented that he has reached out to several politicians in the State; the Lieutenant Governor, Senator Ebke and the NHA have all confirmed attendance.
  - d. **Cattlemen’s Ball** – Dave reported that TCHS made a donation of \$50,000 to the Cattlemen’s Ball last week. TCHS received 50 \$100 tickets from the Cattlemen’s Ball for employees who volunteer to help during the Ball. Emails will be sent to employees soon regarding the tickets.
  - e. **Introduction of New Hires**- Erica displayed new hires from December through February on the Pulse for the board to review. Dave commented on each employee, their start date and their department. Members of the board commented that it was very helpful to put faces with names of new hires.
2. Chief Nursing Officer Report – Jamie Koch
- a. Physician Credentialing –
    - 1. Initial appointments
      - a. Kelsey Koll, PA-C (Orthopedic Surgery)
    - 2. Reappointments: -
      - a. Robert Beckman, CRNA (Anesthesia)
      - b. Omar Nass, MD (Cardiology)
      - c. Douglas Netz, MD (Cardiology)
      - d. Lauren Nitz, PA-C (Cardiology)
      - e. Randolph Waldman, MD (Family Practice)

**Karen made a motion to approve the physician initial appointment and reappointments 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. Billing/Insurance Follow-up Changes- Hayley Ridder introduced the Billing Executive Summary to the board. Hayley discussed that TCHS has been with Signature Performance since December 1, 2014 for billing and follow-up for all TCHS facilities and in that time, TCHS has experienced a significant increase in billing related patient complaints. Hayley identified key issues pertaining to Signature Performance: Timely follow-up, EHR utilization, Ticket System issues, Expertise/Standard Workflows and Multiple Software Systems. Hayley recommended, based upon the identified billing issues, the impacts of the issues, bad debt write-offs and administrative write-offs, that TCHS terminate the contract with Signature Performance and bring billing back to Hebron. Coding and self-pay collections will be outsourced to different companies; work has begun to identify companies to meet those needs. Hayley identified the resources needed to transition the billing back to TCHS, including staffing and scope of training. Hayley and Doug addressed questions and concerns from board members; ultimately the board supported the idea of bringing the billing back to TCHS.
  - b. Budget Calendar: Doug stated that the budget calendar for FY19 was included in the packet. Doug commented that the budget will be presented to Sr. Leadership the first part of May, and will be presented to the Board May 30<sup>th</sup>.
4. Chief Operating Officer – Stephanie Boldt
- a. none

5. VP of Clinic Services – Shawn Petras

- a. Hebron Clinic Renovation – Shawn stated that Phase 2 of the Clinic Renovation is ongoing with target completion by the end of next week; March 12, 2018 is the projected move-in date.
- b. Provider Recruitment – Shawn reported that interviews are being conducted with Physician Assistants and Nurse Practitioners. Shawn reported that TCHS has hired Merritt-Hawkins to search for a physician along with Jackson Physician Search. Shawn commented that he received Brent Madsen’s resignation letter; his last day will be March 27, 2018.

**Old Business For The Board – None**

**Miscellaneous/New Business For The Board** – Dave mentioned that Michael Logsdon, Pharmacy Director, would give a tour of the new Pharmacy space after the meeting.

**Visitor Comments** – No visitor comments.

**Executive Session –**

At 8:55pm, Libby made a motion to adjourn, Laura seconded the motion. Roll call taken, All Yes. Motion carried.

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Erica Christianson, Executive Assistant

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David Burd, CEO