

Board of Trustees Minutes



January 29, 2020

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 29, 2020, at 7:04 p.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: Loren Wiedel, Karen Dahlkoetter, Connie Lichty, Laura Tuma and Libby Heitmann. Others in attendance: David Burd, Doug Wismer, Stephanie Boldt, Jamie Koch, Shawn Petras, and Deb Goldsmith. Recorder: Erica Christianson.

Approval of Agenda & Approval of January 2, 2020 (December) meeting minutes: Karen moved to approve the agenda to include the amendment of election of finance committee members, and the January 2, 2020 (December), minutes. Libby seconded. Laura Abstained. Roll call vote, all yes. Motion carried.

Election of Officers:

1. **President:** Loren opened the floor for nominations for the position of Board President. **Karen nominated Loren, Laura seconded. No other nominations were voiced. Roll call vote; all yes. Motion carried.**
2. **Vice President:** Loren opened the floor for nomination for the position of Vice President. **Connie nominated Karen, Libby seconded. No other nominations were voiced. Roll call vote; all yes. Motion carried.**
3. **Treasurer:** Loren opened the floor for nominations for the position of Treasurer. **Libby nominated Laura, Connie seconded. No other nominations were voiced. Roll call vote; all yes. Motion carried.**
4. **Secretary:** Loren opened the floor for nominations for the position of Secretary. **Karen nominated Libby, Laura seconded. No other nominations were voiced. Roll call vote; all yes. Motion carried.**
5. **Member at Large:** Loren named Connie Member at Large. Connie will be the Board Representative for the TCHS Foundation.
6. **Appointment of Finance Committee:** Loren appointed the President and Treasurer to the Finance Committee. They will serve alongside the CEO and CFO who will act as Chair. Per the bylaws, no vote was necessary.

Financial Statements: Doug reviewed the financial statement for the six months ended December 31, 2019, and 2018 with the board. Doug reported year-to-date, the total EBIDA margin was \$2,337,402, which was \$1,270,612 over the year-to-date total EBIDA margin budget of \$1,066,790, and \$1,461,088 above last year's EBIDA of \$876,314. The year-to-date total margin of \$1,124,588 or 9.3% compares to the budgeted loss of (\$138,050) and last year's total loss of (\$586,576) or 5.8%. Doug noted the following reasons for the favorable year-to-date results:

1. Patient service revenue was over budget \$1,236,613; December's revenue was over budget \$234,007.
2. Contractual adjustments were over budget \$299,272 due to total patient service revenue being over budget 10.6%. Administrative adjustments were under budget (\$79,735); bad debts and charity care combined were under budget (\$86,412).
3. Retail Pharmacy was under budget (\$16,862) due to retail scripts being under budget (9.6%).
4. 340B revenue was over budget \$97,297 due to higher Priefert's and Wal-Mart scripts.
5. Total operating expenses were under budget (\$65,992).

Patient days totaled 80 in December 2019 (compared to 81 days in December 2018 and 137 in November 2019). Year-to-date ER visits, imaging procedures, surgeries and scopes, and laboratory tests are over budget. Rehab services visits and Specialty clinic visits are under budget. FTEs for November 2019 were 121.1 and 125.4 year-to-date, compared to the budget of 137.3.

Liquidity: Total cash and investments increased \$386,475 at December 31, 2019. Total cash days on hand were 83.6 at December 31, 2019, which was 7.3 days higher than 76.3 days at November 30, 2019. Net patient accounts receivable decreased (\$198,797) at December 31, 2019. Year-to-date days of revenue in net patient accounts receivable decreased to 44.0 days from 47.1 days as of November 30, 2019.

Laura moved to approve the December 31, 2019 financials, Libby seconded. Roll call vote, all yes. Motion carried.

Officers Reports:

Chief Executive Officer Report- David Burd

- a. **Consent Agenda- Libby moved to approve the consent agenda as written, Karen seconded. Roll call vote, all yes. Motion Carried.** *Discussion before approval: Dave commented there were no Med Staff minutes due to no meeting during the month of December. There were questions pertaining to Shared Services providing outdated and damaged supplies to TCHS.*
- b. **TCHS Bylaw Review:** Dave is required to review the TCHS bylaws annually and present recommended changes to the Board. Dave reported he did not have any material changes to recommend.
- c. **Strategic Planning Process Update:** Dave reported Directors and Providers participated in a strategic planning meeting on January 20, 2020, which was facilitated by George Wagaman from CHI Health. Participants were placed into groups broken out by Strengths, Weaknesses, Opportunities and Threats. The groups discussed and prioritized recommendations, with the top recommendations from each group brought to and voted on by all meeting participants. The proposed changes to the Strategic Plan will be brought to the Board during the February meeting; George will also be attending to help facilitate the session and provide market data. The Board meeting time on February 26th will be changed to noon. Loren requested the materials pertaining to the Strategic Plan be sent to Board members approximately two weeks before the meeting to allow enough time for review.
- d. **State Legislative Session:** Dave provided a State Legislative Session update to the Board. The State Legislature is now in a short session, which began on January 8th and will adjourn April 23rd. During the first 10 days of the session, 482 bills were introduced, 93 of which the Nebraska Hospital Association (NHA) is tracking. Dave serves on the NHA Policy Development Committee, which met yesterday to discuss which bills the NHA will support. There will be a discussion at the upcoming directors' meeting regarding some of the bills and their impact on TCHS. Dave mentioned that Advocacy Day is March 10th at the Marriot in Lincoln. If Board members would like to attend, please let Erica know.
- e. **2019 Surgery Volumes:** Dave reviewed the surgery volumes for 2019 with the Board. He reported 2019 was a record year, with 440 total procedures. Dr. Wik (pain management) was the largest contributor with 118 procedures, followed by Dr. Kirkpatrick (urology) with 73 procedures. Dave commented Dr. Wik will be coming to TCHS 3 times per month beginning in March.
- f. **2020 NHA Leadership Institute:** Dave reported Audra Hergott, Radiology Director and Ranae Vorderstrasse, RN, will be attending the 2020 NHA Leadership Institute. The institute will begin in March and end in October, with graduation being held during the NHA Annual Convention.
- g. **Retirement Plan Administrator:** Dave reported TCHS will be transitioning from Ameritas to OneAmerica as retirement plan administrator. Tami Brose-Littrell, HR Director, is working with OneAmerica, and TCHS is on target for an April 1st go-live. The transition was communicated to staff during last week's forums, with more detail to come during OneAmerica's communication campaign.
- h. **CFO Position Recruitment:** Dave reported he and Tami have had phone interviews with 2 candidates for the position of CFO. Both candidates will be on-site Monday, February 3rd for panel interviews.
- i. **New Hires:** Erica reported Hope Flint, EVS Tech, joined the TCHS staff on January 9th.
- j. **Trustee Certification:** Dave reported Karen and Connie both received their certifications in 2019. He handed out certification paperwork to the board for 2020.

Chief Nursing Officer Report- Jamie Koch

- a. **Physician Credentialing: Karen motioned to approve the appointments and reappointments, Laura seconded. Roll call vote; all yes. Motion carried**
 1. Initial Appointments
 - a) Kyle Myers, MD (Family Practice)
 2. Reappointments
 - a) Kara Meinke-Baehr, MD (Endocrinology- Telehealth)
 - b) Kahled Hamada, MD (Radiology)
 - c) Thomas McKenny, CRNA (Anesthesia)
 - d) Michael Monfore, CRNA (Anesthesia)
 - e) Douglas Netz, MD (Cardiology)
 - f) Edmundo Rivera, MD (General Surgery/Wound)
 - g) Holly Talkington, CRNA (Anesthesia)
 - h) Jillian Volnek, PA-C (Endocrinology- Telehealth)
- b. **Quality Initiatives/Scorecard: Scorecard:** Jamie provided a final update of the 2019 quality initiatives to the board. The HCAHPS scores goal was not met; however, the Quality Committee will continue to work on them over 2020. The benchmark for fall rate was not met. There was improvement seen regarding patient engagement, disease management and health and wellness. Jamie introduced the 2020 quality initiatives to the board, which includes improving the fall rate, implementing a patient family advisory council and improve HCAHPS scores specific to medications and pain. The initiatives were developed by the Quality Committee, and they will continue discussions related to ways in which the goals can be met.
- c. **4th Quarter HCAHPS Results:** Jamie reviewed the 4th quarter HCAHPS scores with the Board. She commented there were no scores in the red for both ER and Outpatient during the 4th quarter. In terms of the facility-wide goal for performance evaluations, the score is currently at a 2.
- d. **Joint Camp:** Jamie reported that patients who are scheduled to have a total knee replacement, will now be participating in joint camp where they will receive detailed pre-op education. The camp is held on the 2nd and 4th Thursday of the month, and will include education from Social Services, Rehab, Hospital Nursing, Surgery and Specialty Clinic. The goal is to have patients more prepared for the process before having the procedure done.

Chief Financial Officer Report- Doug Wismer

- a. No report.

Chief Operating Officer Report- Stephanie Boldt

- a. **Cerner Optimization:** Stephanie has been working with Cerner and Michelle Dick, Nurse Informatist, on the Clinical Optimization. Cerner will be on-site March 2nd and will shadow approximately 3-5 clinical departments. They will be looking at workflows and asking questions. Once the visit is complete, they will write a report and offer KPIs and suggestions regarding ways TCHS can enhance their use of Cerner.
- b. **Lab Analyzer:** Stephanie reported a new lab analyzer is on the capital budget for next fiscal year, as the current one is at its end of life. Cody has been doing research and is proposing a transition of vendors from Abbott to Ortho. The device is the same; however, the calibration and testing the lab staff will have to do is less and more accurate, which increases efficiency in the lab and results in a better turnaround time for tests performed. Ortho will supply the device at no cost; however TCHS will pay for all of the supplies. The plan is to have the device delivered in March with Cerner integration occurring in April. The goal is to be using the new machine solely by July 1st. Monies raised by the Guild and Foundation for the analyzer will now go toward the purchase of the supplies for it. The old lab analyzer is owned by TCHS and can be sold.

Vice President of Clinic Services- Shawn Petras

- a. **Provider Recruitment:** Shawn announced that Travis Wright, PA-C accepted the offer to join the Medical Staff beginning May 1st. Shawn commented the Medical Staff is now complete with Travis's arrival.

Old Business for The Board: *none.*

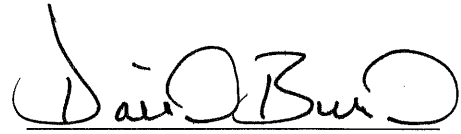
Miscellaneous/New Business for the Board: *none.*

Visitor Comments: *none*

Executive Session: *See attached minutes*



Erica Christianson, CAP
Executive Assistant, Recorder



David Burd, MHA, FHFMA
CEO

Minutes for Executive Session
Thayer County Health Services Board of Directors
Bruning Conference Room
January 29, 2020

Connie moved to go into executive session. Laura seconded. The motion carried. The board entered executive session at 8:45 p.m.

The board ended the executive session at 9:09 p.m.

Karen moved and Laura seconded to adjourn the meeting. The motion carried. Meeting was adjourned at 9:09 p.m.

Respectfully submitted,

Libby Heitmann, Secretary