



June 24, 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 June 24, 2020, at 7:04 pm, 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, Connie Lichty, and Libby Heitmann. Others in attendance: Paul Edwards, Aaron Teachout, Jamie Koch, Shawn Petras, Rita Luongo and Deb Goldsmith. Recorder: Erica Christianson, Executive Assistant.

Approval of Agenda & Approval of May 27, 2020 Minutes: Connie moved to approve the agenda and May 27, 2020 minutes; Libby seconded. Roll call vote, all yes. Motion carried.

Financial Statements- May 2020:

Aaron reviewed the financial statement for the eleven months ended May 31, 2020 and 2019 with the Board and reported the following:

Month of May: Operating Income was \$284,247 or 14.4%, with a total margin of \$287,704 or 14.5% and an EBIDA of \$454,073 or 22.9%. The gain was due to an increase in services from April and receipt of Payment Protection Plan (PPP) loan revenue. Surgeries were the primary driver of the increase in revenue from the prior month. Gross revenue for the month was -5.8% to budget, with the loss in revenue offset by the PPP loan revenue. Expenses were under budget due to a decrease in health insurance costs. Days cash on hand increased to 221.8 from 115.2 at April 30, 2020 due to cash received from the CAREs Act.

Year to Date: Operating income was \$1,252,136 or 5.9%, with a total margin of \$1,312,130 or 6.2% and an EBIDA of \$3,357,921 or 5.7% TCHS is having a strong year despite the loss in April. Gross revenue are 4.8% above budget, and 9.4% above prior year. Expenses are under budget 0.2% to budget and 1.8% over prior year. Days in AR are 48.7(gross) and 41.6 (net), which is higher than the previous month due to increase in revenue for May.

Current Month: June sees a continued increase in services and revenue compared to April and May. TCHS is on current pace for gross revenues to end the month 5-10% above budget. This trend is expected to continue as long as COVID-19 continues to improve. TCHS has received multiple CAREs Act stimulus payments in addition to the PPP loan. Aaron continues to review the regulations to ensure the funds are properly accounted for.

Officers Reports:

Chief Executive Officer Report- Paul Edwards

- a. **Consent Agenda (June) - Libby moved to approve the consent agenda as written; Connie seconded. Roll call vote, all yes. Motion Carried.**
- b. **Annual Program Evaluation:** Paul reported that the Critical Access Hospital Annual Program Evaluation is a survey requirement and is performed to determine if services performed were appropriate, adequate, effective and efficient. The summarization also helps to develop projects for the next year. Paul reviewed the Fiscal Year 2019 evaluation with the Board, who had no concerns. **Connie motioned to approve the Annual Program Evaluation; Libby seconded. Roll call vote, all yes. Motion Carried.**
- c. **COVID-19 Update:** Paul reported TCHS has relaxed its visitor policy which allows patients to have one visitor per day accompany them in all departments. Staff are now self-screening; there is one screener located at the main doors of the facility to continue to screen patients from the hours of 7 am to 5 pm. The HICS team continues to meet weekly on

Fridays. Masks and hand sanitizer has been received for staff and the community and are in the process of being distributed. In terms of antibody testing, TCHS will not perform antibody testing due to the recommendation received from the State Department discouraging facilities from performing the test. Loren asked about TCHS's Personal Protective Equipment supply; Jamie and Paul commented that TCHS is in very good shape.

- d. **Organizational Design:** Paul reviewed the revised Organizational Design with the Board. He reported the Chief Operations Officer position will be dissolved in order to reduce administrative costs, with the duties of that role being spread among several departments. Aaron will act as Compliance Officer temporarily during the formation of the new Quality Assurance Department; the job description and posting are currently being created.
- e. **New Hires:** Erica reviewed the new hires from the May 27 and June 3 New Hire Orientations. She commented recruitment efforts have picked up again after being down the past two months due to COVID.

Chief Nursing Officer Report- Jamie Koch

- a. **Physician Credentialing:** Connie moved to approve the appointments and reappointments as recommended by the Medical Staff; Libby seconded. Roll call vote; all yes. Motion carried

- 1. Initial Appointments
 - a. Jami Pritschau, MD (Family Practice)
 - b. Nila Novotny, MD (ENT)- Replacing Dr. Weekly; coming once per month
 - c. Stephanie Leyden, APRN (Pain Management)- Assisting Dr. Wik on Mondays
- 2. Reappointments
 - a. Mathue Baker, MD (Cardiology)
 - b. Daniel Hadland, MD (Radiology)

- b. **Quality Initiatives:** Jamie reported her and Stephanie Moody, Quality Improvement Coordinator re-designed the quality scorecard that will be shared with the Board on a quarterly basis. Jamie reviewed the scorecard with the Board, noting that TCHS is doing well for the first quarter. She commented that the Perception of Care percentage represents how many HCAPS surveys returned answered "always" to the questions. Loren asked Jamie about her perceptions of ICAHN, the new HCAPS survey vendor for TCHS; Jamie replied that she felt the data is not being received as timely and that TCHS is struggling to get surveys back from the ER because they are sent via email instead of mail. Jamie commented that the data itself is more detailed and that it will just take time to orientate to the results. The goal is to dive deeper into the data to understand the "why" behind the scores.

Chief Financial Officer Report- Aaron Teachout

- a. **Signature Cards:** Aaron reported that with the recent changes in leadership, he is currently reviewing the process of check signing. According to the bylaws, it is the Board Treasurer's responsibility to delegate who has authority to sign checks. Aaron is also updating the process of Accounts Payable review/signoff. Loren suggested a Finance Committee Discussion with continued discussion at next month's board meeting, as a resolution would be needed for any changes in process.
- b. **Facilities Update:** Aaron reported that during the mock survey, the fire damper was tested and is compliant. The fire doors are also currently being tested for compliance. The mock survey showed some fire caulking issues; Aaron is working with Mike to correct.

Vice President of Clinic Services- Shawn Petras

- a. No reports

Old Business for The Board: *none.*

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

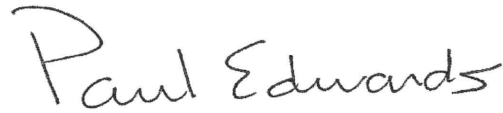
Visitor Comments: *Rita reported Things n Stuff re-opened last week. She also commented that the TCHS Foundation Annual Golf Tournament has been re-scheduled for August 7, 2020.*

Executive Session: *none.*

Libby moved to adjourn the meeting at 8:35 p.m.; Connie seconded. Roll call vote, all yes. Motion carried, meeting adjourned.



Erica Christianson, CAP
Executive Assistant/Recorder



Paul Edwards
President & CEO