

Board of Trustees Minutes



September 30, 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 August 26, 2020, at 7:02 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, Karen Dahlkoetter, Connie Lichty, and Libby Heitmann. Others in attendance: Paul Edwards, Aaron Teachout, Shawn Petras, Michael Logsdon, Jack Priefert and Lori Grummert. Recorder: Erica Christianson, Executive Assistant.

Approval of Agenda & Approval of August 26, 2020 Minutes: Karen moved to approve the agenda and August 26, 2020 minutes Libby seconded. Roll call vote, all yes. Motion carried.

Financial Statements- August 2020:

Aaron reviewed the financial statement packet for the Two Months Ended August 31, 2020 and 2019 with the Board:

Month of August: Operating Income was \$140,771 or 6.7%, with a total margin of \$20,585 or 1.0% and an EBIDA of \$173,115 or 8.7%. The gain is slightly above budget of -1.5%. Gross revenue for the month was 16.3% to budget, primarily from increased outpatient services. Expenses were under budget due to a decrease in pharmacy drug costs for the month. Days' cash on hand decreased to 197.8 from 211.1 at July 31, 2020.

Year to Date: Operating income was \$202,484 or 5.0%, with a total margin of \$222,938 or 5.4% and an EBIDA of \$545,494 or 13.3%. Gross revenue is 10.2% above budget, and 23.5% above prior year. Expenses are -2.3% to budget and 8.9% over prior year. Days in AR are 46.5(gross) and 37.3 (net). Medicare cost per day and TCHS cost to charge ratio is not fully known yet until the cost report template is updated with the FY20 cost report. Age of plant continues to rise as depreciation expenses continue to drop along with minimal capital investments.

Current Month: The month of September has seen a flattening in services and revenue when compared to prior months. TCHS is on current pace for gross revenues to end the month at budget. TCHS continues to see an increase in visits for most departments to budget. The trend is expected to continue for the rest of the month and into October as long as COVID-19 continues to improve.

Karen made a motion to approve the August 31, 2020 financial statements, Connie seconded. Roll call vote, all yes. Motion carried.

Officers Reports:

Chief Executive Officer Report- Paul Edwards

- a. **Priefert Pharmacy:** Paul introduced Jack Priefert, owner of Priefert Pharmacy, to the Board. Paul reported TCHS has been in discussions with Jack over several months to get into a position where TCHS was able to purchase Priefert Pharmacy. Paul commented that he feels the purchase of the pharmacy would be a positive addition to TCHS and to the community. Michael Logsdon, Pharmacy Director for TCHS, reported that there is a short and long term operations plan in place. The intention is to keep the pharmacy at its current location and retain as much of the existing staff as possible. Loren inquired about any compliance issues regarding the pharmacy's current location; Aaron responded there have been no concerns from a county standpoint. Michael commented that he feels that the positive outcome of the

acquisition is the fusion of two long-standing organizations within the community that will provide a full scope of pharmacy care and services to continue to meet the needs of the community.

Karen made a motion to approve the purchase of Priefert Pharmacy by Thayer County Health Services, Connie seconded. Roll call vote, all yes. Motion Carried. See attached supplemental minutes and resolution.

- b. Consent Agenda (August) – Karen made a motion to approve the consent agenda as written; Connie seconded. Roll call vote, all yes. Motion Carried.** Discussion before approval: none.
- c. COVID-19 Update:** Paul reported that TCHS has established itself as a safe organization with strong adherence to the masking and social distancing policies in place. By doing so, TCHS has been able to increase the amount of visitors allowed per day to 2, vendors and organizations are now allowed to use the facility as long as they adhere to the masking and social distancing policies as well. Cody Pachta, Laboratory Manager, is working on calibrating the lab analyzer which would allow TCHS to perform rapid COVID testing; the goal is to go live within 45 days.
- d. Patient Emergency Fund:** Paul reported that the Foundation for Thayer County Health Services has created a patient emergency fund that will be utilized to assist patients in need with things like transportation, hotel stays, etc. Policies and Procedures are in place to govern the fund; Joni Fischer, Patient Family Services Director, will be administering the program.
- e. New Hires:** Erica reported that Jodie Fangmeier, Hospital RN, joined the TCHS team September 2nd. In terms of recruitment, the October 7th and 8th New Hire Orientation will welcome 6 new members to the TCHS team across multiple departments.

Chief Nursing Officer Report- Jamie Koch

- a. Physician Credentialing: Karen motioned to approve the initial appointment and re-appointments as recommended by the Medical Staff. Libby seconded. Roll call vote.**
 - 1. Initial Appointments**
 - a. Sara Lade, APRN (Cardiology)
 - 2. Reappointments**
 - a. Heidi Hansen, MD (Cardiology)
 - b. Bryan Hubl, MD (Family Practice)
 - c. Tara Kirkpatrick, MD (Urology)
 - d. Brian Toalson, MD (Pathology)
- b. Quality Assurance Director Update:** Paul reported that TCHS is exploring several options in regard to the Quality Assurance Director position, including working with a consultant. No official decision has been made at this point. Libby asked whether TCHS has received applications for the position; Aaron answered that there had been applicants, however they did not meet the qualifications necessary.

Chief Financial Officer Report- Aaron Teachout

- a. Facilities Update:** Aaron reported the fireblocking should be completed in the next couple of days. Additionally, he met with McCarthy regarding the air handler issues, and they are sending engineers out on October 16th to come up with a solution to repair the current air handler issues. TCHS has also engaged with a civil engineer to assess the front parking lot drainage issues in order to fix the crumbling parking lot long term.
- b. Check signing process update:** Aaron reported electronic signatures are in place and check registries are being emailed out. Aaron feels the process is running according to plan. Aaron also has reviewed the ACH process and has found it to be sounds.
- c. CAREs Act funds update:** Aaron reported TCHS received a letter stating that all CAREs funds must be spent by July 2021. Additionally, a release was sent regarding the reporting of CAREs Act funds, stating that TCHS cannot take in more funds than the net gain from the previous year. Aaron has reached out to TCHS's auditors for clarification. Regarding the PPP loan, Aaron is waiting until after the second week of November to apply for loan forgiveness.

- d. **Financial Update:** Aaron reported that TCHS is bringing patient statements back in house, and are halfway through the initial build with Cerner. Aaron will bring an example to the next Board meeting once the build is complete. The new statements will be itemized and contain only one encounter. Employees of TCHS will be the first to receive the new statements so that they can provide feedback before they are sent to the public. Verbiage that the statements are coming soon will be in the quarterly newsletter. Aaron also reported he will be presenting TCHS's 5-year capital plan to the Board at the next meeting and will be scheduling a Finance Committee meeting beforehand.

Vice President of Clinic Services- Shawn Petras

- a. **Family Practice Update:** Shawn reported recruitment continues for a Family Practitioner with OB. He shared the Clinic productivity report with the Board, noting the downtrend in clinic visits due to Labor Day and harvest. Shawn also reported Kim Brennforder, Clinic RN, has accepted the position of Rural Health Clinic Supervisor and will begin duties October 5th.
- b. **Orthopedics Update:** Shawn reported that Dr. Hurlbut and Dr. Bohlen will be stepping back to one visit per month. Shawn is working with the Medical Staff to look into different options regarding orthopedic services and providers.

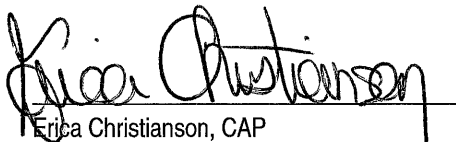
Old Business for The Board: *Paul gave the Board the Employee Engagement Survey comparison scores for years 2020 and 2019 in response to Libby's inquiry regarding how this year's survey score compared with last year's.*

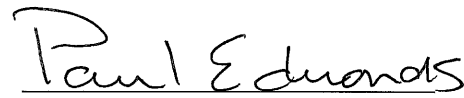
Miscellaneous/New Business for the Board: *none.*

Visitor Comments: *none.*

Executive Session: *none*

Libby made a motion to adjourn the meeting at 8:43pm, Connie seconded. Roll call vote, all yes. Motion carried, meeting.


Erica Christianson, CAP
Executive Assistant


Paul Edwards
President & CEO

PARTIAL MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES OF
THAYER COUNTY HEALTH SERVICES

The CEO of Thayer County Health Services, Paul Edwards, then presented a proposed written agreement for the purchase of the business known as Priefert Pharmacy in Hebron, Nebraska, including the following described real estate of the business:

The East Thirty Feet Three Inches (E 30' 3") of the West Fifty-Six and Two-Thirds Feet (W 56 2/3') of Lots Eight, Nine and Twelve (8,9,12), in Block Ten (10), Original Town of Hebron, Thayer County, Nebraska;

The proposed agreement was thoroughly presented and discussed.

NOW, THEREFORE, BE IT RESOLVED, that the President of the Board of Trustees of Thayer County Health Services be authorized to purchase the above described real estate and business, upon the terms presented, in the usual course of business of Thayer County Health Services and to sign all necessary documents to do so for and on behalf of Thayer County Health Services.

The foregoing resolution was moved by Karen Dahlkoetter and seconded by Connie Lichty.

Upon roll call vote, the following voted

Aye: Karen Dahlkoetter, Libby Heitmann, Connie Lichty, Loren Wiedel

The following voted Nay: none

The President declared said resolution adopted.

Approved this 30th day of September, 2020

Attest: Libby Heitmann
Secretary, Board of Trustees

Loren J. Wiedel
President, Board of Trustees