

Board of Trustees Minutes



October 28, 2020

Welcome Announcement of Open Meeting Law Posting

Karen Dahlkoetter called the Meeting of the Thayer County Health Services Board of Trustees to order on October 28, 2020, at 7:03 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 (by phone), Karen Dahlkoetter, Connie Lichty, Laura Tuma and Libby Heitmann. Others in attendance: Paul Edwards, Shawn Petras, Jamie Koch, and Marie Knedler (via Zoom). Recorder: Erica Christianson, Human Resources Generalist.

Introduction of Marie Knedler: Paul introduced Marie Knedler to the Board, as Marie is acting as interim President of Regional Operations for CHI Health.

Approval of Agenda & Approval of September 30, 2020 Minutes: Libby motioned to approve the agenda and the September 30, 2020 board meeting minutes. Connie seconded. Roll call vote, all yes. Motion carried.

Financial Statements- September 2020:

Paul reviewed the financial statement packet for the Three Months Ended September 30, 2020 and 2019 with the Board:

Month of September: Operating Income was \$158,534 or 7.1%, with a total margin of \$168,452 or 7.5% and an EBIDA of \$319,827 or 14.2%. The gain is significantly above budget of 2%. Gross revenue for the month was 14.5% to budget, primarily from increased outpatient services. Expenses were over budget due to an increase in contracted services and repairs for the month. \$125,000 of CAREs monies this month was taken in to cover expenses related to COVID. Days' cash on hand decreased to 194.8 from 197.8 at August 31, 2020.

Year to Date: Operating income was \$361,022 or 5.7%, with a total margin of \$391,394 or 6.2% and an EBIDA of \$865,324 or 13.6%. Gross revenue is 11.6% above budget, and 21% above prior year. Expenses are 1.3% to budget and 9.4% over prior year. Days in AR are 45.3(gross) and 37.0 (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 October is continuing the level of services performed and revenue when compared to prior months. TCHS is on current pace for gross revenues to end the month above 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 November as long as COVID-19 continues to improve. TCHS has received multiple CAREs Act stimulus payments along with the PPP loan, and continue to review the regulations regarding these funds so they are properly accounted for.

Discussion: Karen inquired about which key factors played a role in the growth of the Bruning Clinic, as it is up significantly from the year prior. Paul attributed the growth to the work of Travis Wright, PA-C, who has become a known commodity in that particular area.

Libby made a motion to approve the September 30, 2020 financial statements. Connie seconded. Roll call vote, all yes. Motion carried.

Officers Reports:

Chief Executive Officer Report- Paul Edwards

- a. **Consent Agenda (September) –Connie made a motion to approve the consent agenda with the addition of the Medical Staff minutes; Laura seconded. Roll call vote, all yes. Motion Carried.** Discussion before approval: Paul reported there will be some consolidation of the reports in the future due to the implementation of the Quality Assurance Department and its new director, Terry Stafford. Karen asked about the success of rapid COVID testing; Paul responded that TCHS has decided not to market the rapid testing due to the low supply of tests TCHS can receive. Jamie commented that the Medical Staff minutes were not recorded in the consent agenda, but that the Medical Staff did meet on September 28th for credentialing, and October 6th for the September meeting.
- b. **COVID-19 Update:** Paul reported that Thayer County is now in the “elevated” category in terms of the number of positive COVID-19 cases. TCHS has not made any significant changes to policies such as the visitor policy; however it is now stressing to staff the importance of masking and good hand hygiene both inside and outside of the facility. Departments are working on staffing contingency plan in the event staff cannot come to work. Paul will send the weekly report that he receives from Public Health Solutions to the Board on Fridays. Paul feels that even though cases continue to rise, the county is still in very good shape and will continue to move forward.
- c. **CEO Collaborative Meeting:** Paul reported that with the help of Scott Cook from CHI Health, a recurring CEO collaboration meeting has been put in place with all of the CEO from surrounding areas. CEOs get together to talk about their successes and obstacles, with the goal of collaborating on certain projects.
- d. **November Board Meeting:** The Board will hold its monthly meeting on Tuesday, November 24th due to Thanksgiving.
- e. **New Hires:** Erica reported the following new hires completed orientation since the previous Board Meeting:
 - a. Jan Bock, PMHNP- Behavioral Health Provider
 - b. Jan Bates- Patient Access Representative
 - c. Bridget Behrends- Executive Assistant
 - d. Cassandra Erickson- Cook
 - e. Elizabeth Gonzales- Cook
 - f. Bailey Klaumann- Hospital LPN
 - g. Jeremy Littrell- Patient Access Representative
 - h. MaKenzee Martin- EVS Tech
 - i. Terry Stafford- Quality Assurance Consultant

Chief Nursing Officer Report- Jamie Koch

- a. **Physician Credentialing: Laura motioned to approve the initial appointment and re-appointments as recommended by the Medical Staff. Libby seconded. Roll call vote, all yes. Motion Carried.**
 1. **Initial Appointments**
 - a. Yazeid Alshebani, MBBCH (Cardiology)
 - b. Minh Mays, MD (Pathology)
 - c. Tyler Teichmeier, MD (Pathology)
 2. **Reappointments**
 - a. Beth Brey, APRN (Cardiology))
 - b. Ye, MD (General Surgery)
 - c. Jarie Sones, APRN (Family Practice)
- b. **PFAC Committee:** Jamie reported the first PFAC Committee meeting was held October 8th, with 3 community members in attendance. Currently, there are 8 community members that serve on the committee in addition to Paul, Jamie, Stephanie Moody, Jarie Sones (provider representative) and a rotating representative from the Quality Committee. Jamie feels the committee will be a great addition to the organization and will allow community members to provide feedback on how TCHS can improve.
- c. **QA Director/Program Update:** Jamie reported that Terry Stafford, Quality Consultant, has been with TCHS for approximately three weeks and brings with her a wealth of knowledge and experience in the areas of Quality, Safety

and Compliance. She is working with Stephanie Moody (Quality Coordinator) and Megan Janousek (Infection Control RN) to improve the facility's Quality program. Terry's contract is for one-year; however, the Quality Director program will most likely be re-posted in upcoming months as TCHS searches for a permanent solution.

Chief Financial Officer Report- Paul Edwards on behalf of Aaron Teachout (absent)

- a. **Priefert Update:** Paul reported that currently TCHS is working to ensure licensure and compliance items are in place. Aaron has put together a task force that meets weekly to stay on task and ensure a smooth transition. The final closure is expected to occur around the first week of December. Paul has met with the PFAC Committee and the Guild, and feels like the acquisition has been received well by the community.
- b. **5-Year Capital Plan:** Paul reviewed the draft 5-year capital plan with the Board, stating the main driver of the plan is funds received from both the CAREs Act and the PPP loan. Paul reviewed the plan, focusing on FY2021 expenditures as items that occur after this time will be included in the capital budget of subsequent years. Paul commented that he is looking for approval from the Board to begin moving forward with the FY2021 items, including obtaining quotes and determining final costs. **Laura motioned to approve the FY2021 items with the stipulation that all Admin projects be brought back to the Board for final approval after determining a final dollar amount, and that items for FY2022 and on will be included in that year's capital budget and approved by the Board at that time. Libby seconded. Roll call vote, all yes. Motion carried.**

Vice President of Clinic Services- Shawn Petras

- a. **Provider Search:** Shawn reported the search is ongoing for a Family Practitioner with OB. Jan Bock, Behavioral Health Practitioner is scheduled to start on November 30th. He also reported that the following specialists are set to begin coming to TCHS regularly:
 - a. Scott Lukens, MD (Central Nebraska Orthopaedics); tentative start date is December.
 - b. John Vande Guchte, MD (Lincoln Orthopaedics) (Spinal orthopaedics); tentative start date is December.
 - c. David Waters, PDM (Hastings practice) (podiatry); tentative start date is January.
- b. **RHC Survey:** Shawn reported that the surveyor came to TCHS a couple of weeks ago, and the rural health clinics passed the survey with no concerns.

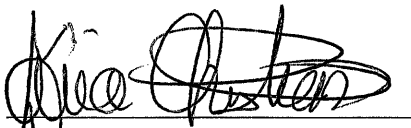
Old Business for The Board: *none*

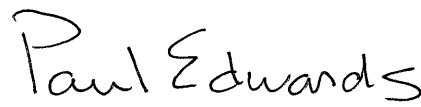
Miscellaneous/New Business for the Board: Connie reported that the Variety Show will feature an online auction starting November 1st. The Virtual Variety Show will take place November 8th.

Visitor Comments: *none.*

Executive Session: *none*

Laura made a motion to adjourn the meeting at 8:09pm, Connie seconded. Roll call vote, all yes. Motion carried, meeting adjourned.


Erica Christianson, CAP
Executive Assistant


Paul Edwards
President & CEO