



September 29, 2021

Welcome Announcement of Open Meeting Law Posting

Karen Dahlkoetter called the Meeting of the Thayer County Health Services Board of Trustees to order on September 29, 2021 at 6:59 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 Karen Dahlkoetter, Loren Wiedel, Connie Lichty, and Mike Long. Others in attendance: Scott Cook, Marie Knedler, Jamie Koch, Michael DeFoe, Amanda Vandervoort, Michael Logsdon, Lori Grummert, Audra Hergott, and Shane Klein, Pharmacy Student. Recorder: Bridget Behrends, Executive Assistant.

Approval of Agenda & Approval of August Special Meeting Minutes & August 2021 Board Meeting Minutes: Loren motioned to approve the agenda along with August Special Meeting Minutes & August 2021 Board Meeting Minutes. Connie seconded. Roll call vote, all yes. Motion carried.

Financial Statements- August 2021:

Mike DeFoe, Chief Financial Officer reviewed the financial statement packet for the Twelve Months Ended August 31, 2021 and 2020 with the Board:

Month of August: Overview of the August 31, 2020 financial statements for the second month of the fiscal year 2022. Operating gain of \$39,795 or 1.7% and an EBIDA of \$211,617 or 9.2%. The month was favorable due to the clinics notably increased activity; visits up 20%. IP and OP revenues were up 3% and 5% respectively. Several other factors contributed to the positive month, including: Specialty Clinic, Pharmacy- Clinic/Hospital, Surgeries, Lab and ER all being significantly above budget for the month. August also had 6 Nursery admits. There were 57 hospital admits, a 24% increase to budget, resulting in an average daily census of 4.79, unfavorable to budget by 7.1%. Total expenses were up 2.4% or \$53,364 for the month but did not overtake net revenues for the month. Cash and equivalents increased by \$103,235 to \$11,768,625 from June. Days cash on hand remain strong at 178.5.

Year to Date: Operating Income was \$245,004 or 5.2%, total margin of \$215,986 or 4.6%, and an EBIDA of \$569,716 or 12.1%. AR Days at the end of August were 47.9 (gross) and 44.5 (net). TCHS AR days are very good and considerably better than comparable benchmarks. The balance sheet and key ratios look good. TCHS had a 2017 Refunding Bond payment of \$930,000 paid in the month.

Additional Information: Still on our planning horizon is the operational and financial review of pharmacy areas. TCHS now has several separate pharmacies and we participate in the 340B program. This review will occur at the end of the first quarter this year when we have: a contribution from the auditors and several more months actual results.

Discussion: There were discussions regarding CD rates, outpatient surgeries, contract labor, grant funding, utilization of funds, isolation rooms, and a capital budget update.

Loren made a motion to approve the August 2021 financial statements, Mike seconded. Roll call vote, all yes. Motion carried.

Officers Reports:

Chief Executive Officer Report- Scott Cook

- a. **Consent Agenda (September) – Loren made a motion to approve the consent agenda as written; Connie seconded. Roll call vote, all yes. Motion Carried.** Discussion before approval: Scott reported that the TCHS Social Media Policy was reviewed with the Operations Team and Medical Staff.
- b. **Engineering Firms:** Scott reported that Thayer County Health Services is searching for an engineering firm to contract with either on a retainer or annual contract to design capital projects. TCHS would then go to bid with these designs. As a result, TCHS has scheduled onsite discussions with two engineering firms that have been highly recommended by Carol McCormick of CHI. TCHS is scheduled to have a Capital Projects Discussion with Alvine Engineering on Tuesday, October 5th at 2:00 p.m. along with a Capital Projects Discussion with Specialized Engineering Solutions at a later date.
- c. **Contract Management:** Scott reported that TCHS has contracted with MediTract to provide contract management for the organization. The contract management system will centralize all contracts into a single, searchable repository as well as ensure control over all contract phases including initiation, review, approval, renewal, amendment, and termination. The implementation of the MediTract Contract Management System will begin in October.
- d. **ChargeMaster Review:** Scott reported that TCHS has received results from the ChargeMaster Review. Currently, TCHS is finalizing charge changes that will be implemented by the end of October.
- e. **New Hires:** Scott reported that there were three new hires for the month of September. These individuals include: Mike DeFoe, Chief Financial Officer, Amanda Vandervoort, Chief Operating Officer, and Seth DeBoer, Maintenance Worker. This list of new hires led into a discussion of housing. Scott explained that housing in Hebron is a struggle for new employees, as well as for the recruitment of potential physician candidates. As a result, Scott suggested that the organization invests in a house as it could be used by physicians, locum tenes, nursing, or students. Following this suggestion, there were discussions of house maintenance, feedback of Reinke's experience with rentals, and determining a landlord that would give TCHS the first option on a rental. Scott plans to pursue potential investments for housing in Hebron for new employees.

Chief Nursing Officer Report- Jamie Koch

- a. **Physician Credentialing: Connie motioned to approve the initial appointment and re-appointments as recommended by the Medical Staff. Mike seconded. Roll call vote, discussion prior to approval: none.**
- b. **COVID-19 Update:** Jamie reported that TCHS is experiencing a decrease in COVID-19 cases and testing. Although, TCHS is still seeing and admitting COVID-19 patients in hopes that the number will drop off soon. During this time, Scott stressed the importance of hand washing, masking diligence, and receiving the COVID-19 vaccine to reduce the chances of acquiring and transmitting COVID-19. Following this information, there were discussions regarding state allocation of monoclonal antibody COVID-19 infusions, COVID-19 treatment protocols, symptoms, booster criteria, chest x-rays, and the COVID-19 Vaccine Boost Shot. Lastly, Jamie reported that TCHS will continue to conduct two clinics each month due to the Pfizer Vaccine Clinic being required every three weeks and will assist in the storage and sharing allotment of the monoclonal antibody COVID-19 infusions as there is a storage.
- c. **Upcoming Flu Vaccine Clinics:** Jamie reported that the TCHS Drive-Thru Flu Vaccine Clinics will be held the week of October 3rd at the Davenport Clinic, Bruning Clinic, Hebron Clinic, Deshler Clinic, and Chester. TCHS hopes to have successful clinics as the goal is to provide 500 flu vaccines.

Chief Financial Officer Report- Mike DeFoe

- a. **Audit Update:** Mike reported that the auditors had requested additional information that was answered and returned back to the auditors. Overall, the audit looks good and TCHS expects the auditors to present virtually at the October Board Meeting. Additionally, Mike reported that he has been working on all insurances for calendar year 2022.
- b. **Cost Report Update:** Mike thanked the TCHS Team and Lori for consistent financial production and data gathering for the audit as well as the cost report.

Chief Operating Officer- Amanda Vandervoort

- a. **Provider Update:** Amanda reported that TCHS plans to make a good impression as Dr. Myers will be onsite for an interview on Friday, October 1st. Also, TCHS will be interviewing Dr. Blatny on Tuesday, October 5th. In closing, TCHS

will continue conducting interviews for a Behavioral Health Therapist and looks forward to Grant Anderson PA-C starting the first week of December.

Old Business for the Board: *none.*

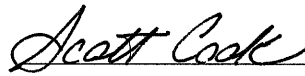
Miscellaneous/New Business for the Board: *none.*

Visitor Comments: Shane Klein, Pharmacy Student thanked TCHS for the housing during his rotation. Audra Hergott thanked the board for their efforts and monthly board meetings.

Executive Session: Loren moved to go into Executive Session at 8:17 pm, Mike seconded. Roll call votes, all yes. Motion Carried. (See Executive Session minutes attached).



Bridget Behrends
Executive Assistant



Scott Cook
Interim CEO