

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

**Norton County Hospital  
Board of Trustees Meeting Minutes**

<b>Attended</b>	<b>Position</b>
Jill Diane Edgett	Board President
James Moreau	Board Member
Ron Fisher	Board Vice President
Randa Vollertsen	Board Treasurer
Rich Miller	Board Member
Jimmy Todd	Board Member
Garrett Beydler	Norton County Commissioner
Brian Kirk	NCH Chief Executive Officer
ReChelle Horinek	NCH Chief Financial Officer
Melody DeWitt	NCH Risk Management
Mackenzie Blecha	NCH HR Assistant/Payroll
Klare Bliss	NCH Chief of Information
Heather Cave	NCH Interim Director of Nursing
Sharon Sagarra	Interim Norton Medical Clinic Manager
Katie Wagner	NCH Communications/Foundation Director
Terry Nelson	Norton Regional Health Foundation President
Dr. Dakota Dreher	NCH Provider
John McClymont	Attorney
Frankie Forbes	Attorney (via Zoom)
Ashley Graver	Coker Group (via Zoom)

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

	<b>Agenda Item</b>	<b>Action and/or Time</b>
1.	<b>February 15, 2022 Board Meeting Minutes</b>	Motion by <b>Ron Fisher</b> to approve the amended minutes of the February 15, 2022 meeting. Second by <b>Randa Vollertsen</b> . Motion carries unanimously.
2.	<b>Consent Agenda Items:</b> a) Personnel Information b) Patient Satisfaction Survey Summary c) Accounts Payable – Bills	Motion by <b>Randa Vollertsen</b> to approve the Consent Agenda Items as presented. Second by <b>Ron Fisher</b> . Motion carries unanimously.
3.	<b>Medical Staff Credentialing Applications</b> Midwest Anesthesia CRNAs Angie Carroll and Gregory Rickabaugh	Motion by <b>Rich Miller</b> to approve Midwest Anesthesia CRNA credentialing applications for Angie Carroll and Gregory Rickabaugh. Second by <b>Ron Fisher</b> . Motion carries unanimously.
3a.	<b>Executive Session:</b> <b>Non-Elected Personnel KSA 75-3419(b)(1)</b>	Motion by <b>Jill Edgett</b> to enter into executive session: K.S.A. 75-4319(b)(1) for non-elected personnel with the Board, CEO, Dr. Dreher and Attorneys not to exceed 15 minutes. Second by <b>Ron Fisher</b> . Motion passed. Executive session begins at <b>6:40 p.m.</b> Exit at <b>6:55 p.m.</b>  Motion by <b>Randa Vollertsen</b> to enter into executive session: K.S.A. 75-4319(b)(1) for non-elected personnel with the Board, CEO, Dr. Dreher and Attorneys not to

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

		<p>exceed 10 minutes.          Second by <b>Ron Fisher</b>.          Motion passed. Executive session begins at <b>6:55 p.m.</b> Exit at <b>7:05 p.m.</b></p>
4.	<p><b>Norton Regional Health Foundation Annual Report</b>          Katie Wagner, Communications Director, presented the 2022 annual report. Katie reviewed the Foundation's Mission and 2022 Board of Directors.</p> <p>Katie's report included:</p> <p><u>Key Metrics</u></p> <ul style="list-style-type: none"> <li>• \$236K hospital-specific equip and infrastructure funding</li> <li>• \$38K healthy hospital &amp; community funding</li> <li>• 55 donors engaged</li> <li>• \$2500 in scholarships awarded to Angela Sorter and Shelby Fisher</li> </ul> <p><u>Total Assets, Historical Cost:</u> awarded BCBSKS grant and signed on 3 providers in 2020, upward trend in assets since</p> <p><u>2022 Health Care projects:</u></p> <ul style="list-style-type: none"> <li>• 5 new inpatient beds</li> <li>• 1 OB bed</li> <li>• Telepacks</li> <li>• Glidescope &amp; Portable Ultrasound from Norton County Match Day</li> <li>• Stepping On program</li> </ul> <p><u>2022 Healthy Community projects:</u></p> <ul style="list-style-type: none"> <li>• Kids' Café</li> <li>• BCBSKS Pathways to a Healthy Kansas Grant awarded that will fund projects from 2020-2024: CHNA/CHIP &amp; Walk with a Doc, Multimodal plan, KLC training for NCH staff, Place making, Food systems assessment, healthy childcare centers</li> </ul> <p><u>Tax Credit Project</u> – state income tax credits through the Kansas Department of Commerce, benefits purchasing a new CT scanner, total of \$150K in tax credits was awarded - \$214,285</p>	<p>No action taken.</p> <p>Motion by <b>Ron Fisher</b> to approve the Norton Regional Health Foundation Board of Directors for 2023.          Second by <b>Jill Edgett</b>.          Motion carries unanimously.</p>

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

	<p>will help with this purchase, physical therapy equipment – funding \$4500 in equipment, \$5K for PT clinic on 3/20 <u>Bomgaars Ladies' Night</u> supports NCH mammography</p> <p><u>Investments</u> – still in the positive overall despite tough 2022, about \$559,500 spent on equipment, recruitment, scholarships and other projects since NRHF began; does not include in-kind gifts from community members &amp; businesses</p> <p><u>Ways to Make an Impact</u> – tax credits, memorials, stocks, commodities, real estate, life insurance, estate plans, retirement plans, planned giving, giving through a business, gifts-in-kind; AmazonSmile has gone away; Online Donations through Paypal Community relations - community, internal, in-house patient, statewide involvement</p> <p><u>2023 NRHF Board of Directors</u> – proposed to the Norton County Hospital Board of Trustees: Terry Nelson, President Jill Edgett, Vice President Karen Griffiths, Secretary/Treasurer Jill Hall Megan Keiswetter Jennifer Miller Chris Tanner</p>	
4a.	<p><b>Executive Session:</b> <b>Non-Elected Personnel KSA 75-3419(b)(1)</b></p>	<p>Motion by <b>Jill Edgett</b> to enter into executive session: K.S.A. 75-4319(b)(1) for non-elected personnel with the Board, Foundation President Terry Nelson, Katie Wagner, CEO and Attorneys not to exceed 15 minutes. Second by <b>Ron Fisher</b>. Motion passed. Executive session begins at <b>7:34 p.m.</b> Exit at <b>7:49 p.m.</b></p> <p>No action taken.</p>

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

4b.	<p><b>Executive Session:</b>  <b>Attorney-Client Consultation KSA 75-4319(b)(2)</b></p>	<p>Motion by <b>Jill Edgett</b> to enter into executive session: KSA 75-4319(b)(2) for attorney-client consultation with the Board, CEO, Attorneys, Norton County Commissioner and Coker Group Representative not to exceed 30 minutes. Second by <b>James Moreau</b>. Motion passed. Executive session begins at <b>7:55 p.m.</b> Exit at <b>8:25 p.m.</b></p> <p>Motion by <b>Jill Edgett</b> to enter into executive session for non-elected personnel with the Board, CEO, Attorneys, Norton County Commissioner and Coker Group Representative not to exceed 15 minutes. Second by <b>James Moreau</b>. Motion passed. Executive session begins at <b>8:27 p.m.</b> Exit at <b>8:42 p.m.</b></p> <p>No action taken.</p>
5.	<p><b>CIO Report</b>  Klare Bliss, CIO, presented her report for the month of February. Currently, departments are working with Cerner to fix issues. The Health Check will be April 10<sup>th</sup>, which is the last in-person training. Klare shared a letter from Cerner recognizing the achievement of a successful conversion. The Executive Status Summary shows all metrics in the green. She also shared that the clean claim rate is at 78%. Klare reviewed the Program Credit Reports and certificate letters from KONZA acknowledging the hospital's participation in the Health Information Network. Board members congratulated Klare on</p>	

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

	her accomplishment of successfully integrating Cerner after two years of working on the project.	
6.	<p><b>Ni2 Update</b> The Ni2 Update, provided by Jason Adams, was presented by CFO ReChelle Horinek. ReChelle discussed the charge capture optimization, cash trend and A/R trend. The cash and A/R trend show a decrease as was expected with the Cerner conversion.</p>	
7.	<p><b>CFO Report of Statistical/Financial Information</b> ReChelle Horinek, CFO, presented the statistical/financial information from February.</p> <p><u>Income statement</u> Gross patient revenue for February was \$1,912,734. Budgeted gross revenue for February was \$2,279,990. All revenue categories were under budgeted amounts for February. Contractual adjustments are consistent with percentages of gross revenue and includes accrual for 2023 FYE owed to Medicare based on year-end payable in 2022. Operating expenses for February were \$1,380,167, under budgeted expenses by \$100,390. Net Loss from Operations for the month is (\$298,883). Other non-operating revenue in February totaled \$282,952, including the COVID SHIP grant reimbursement of \$257K, which is already spent or pledged to capital equipment purchases (Ultrasound &amp; EKG). Net loss for February 2023 is (\$15,931). Net total loss for the year to date 2023 is (\$1,328,476).</p> <p><u>Balance sheet</u> Cash balance at February 28, 2023 is \$1,722, 625. Days of cash on hand is 36.76. Please remember that we cashed out 3 CDs in December 2022 that are in Money Market cash accounts now totaling over \$900K which we intend to hold from cash use for the Medicare payable at year end 2023. USDA requires us to hold one account named to pay off our bonds, that cash (\$88,308) is held from use. Without these amounts, days cash on hand decreases significantly. Gross patient accounts receivable grew in February as expected with conversion to new system.</p> <p><u>Statistics</u> Total patient days were 108 in February. Average length of stay for acute care YTD is 2.71. Average swing bed length of stay is</p>	

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

	<p>12.54. Visits &amp; Procedures: Ancillary departments showing increased statistics from previous month in February were specialty clinic, ultrasound, MRI, cardiac rehab and physical therapy. All other departments were lower in statistics. Norton Medical Clinic saw 1,151 patients in February.</p> <p><u>Other Information</u>  Cash analysis: Graph provided. This shows cash reduction over the last 3 fiscal years. We have averaged \$2.3mil in cash reduction each year. If this progression stays on track in 2023, this will put us in a negative cash position at fiscal year-end. Cerner conversion will put further strain on our cash reserves. Remember the estimated scale established pre-conversion to Cerner showing decline of cash receipts that we estimated over \$1mil over 4-6 months. While claims are showing an estimated 80% clean rate, It will take 30-45 days to see our first significant insurance payments into the Cerner system. Medicare rate letter dated 2/14/2023. As expected, Medicare is making rate cuts for reimbursement for the remainder of 2023 fiscal year. Outpatient rate will drop from 48% to 43% on 7/1/2023. Inpatient per diem will reduce to \$2,469 and swing bed per diem to \$2,262 on the same date. However, in order to “make up” some of the overpayment calculated since July 1, 2022, they will reduce rates even further from mid-February through June 30, 2023. Outpatient services will be paid at just 30% and inpatient and swing bed rates reduce per day by \$361 and \$306 respectively. This will further increase contractual allowances and put a further strain on our cash flow.</p>	
8.	<p><b>Financial Affairs of Non-Elected Personnel</b>  Bankruptcy YTD: \$623.00  Bad Debt/SP to Cr Mgt Collection YTD: \$400,035.27  Financial Assistance Current: \$25,921.47  Financial Assistance YTD: \$207,178.52</p>	
9.	<p><b>Provider Report</b>  Dr. Dakota Dreher shared that the Medical Staff welcomed Dr. Jeff McKinley on March 6<sup>th</sup> and Dr. Miranda McKellar is back to work.</p>	
10.	<p><b>Medical Clinic Update</b>  Sharon Sagarra, Interim Medical Clinic Manager, shared three charts showing the total/same day appointments, daily posted gross charges, and the daily number of walk-in clinic</p>	

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

	<p>appointments. On March 6<sup>th</sup>, the clinic saw 100 patients, 20 of those being with Dr. McKinley. The average number for last week totaled 77 appointments per day, with 24 of those being scheduled same-day. The daily posted gross charges showed a huge increase last week. Sharon shared that the number of walk-ins are not covering the costs of needing extra staff since the Cerner Go-Live and this is something that needs to be monitored. Sharon hopes to have the permanent clinic manager continue to bring these charts to the board meetings with weekly amounts. Sharon also shared that the clinic held its first staff meeting and will continue to do so on the second Wednesday of each month.</p>	
<b>11.</b>	<p><b>CEO Report</b>  Brian Kirk, Chief Executive Officer, shared his report for the month of February.</p> <ul style="list-style-type: none"> <li>• Dr. Jeff McKinley: temp privileges approved 2/16/23, valid for 90 days or until May 16, 2023</li> <li>• Next Medical Staff Meeting is Tuesday, March 21<sup>st</sup></li> <li>• Medical Staff has everything necessary to decide on Dr. McKinley's medical staff privileges</li> <li>• Cash Contingency Plans: <ul style="list-style-type: none"> <li>○ Nextech: Revolving Loan Fund</li> <li>○ First State Bank – we can borrow against CD's (600K)</li> <li>○ Other local banks – borrow against CD's (300K)</li> <li>○ Cash out CD's, last fail safe against running out of cash</li> <li>○ NCH cannot borrow money for operations</li> <li>○ We have to get back to break even before we run out of cash.</li> </ul> </li> <li>• Norton Telegram ran a Medicaid Expansion for Kansas article on Page 4.</li> </ul>	
<b>12.</b>	<p><b>Commissioner Report</b>  There was no commissioner report.</p>	
<b>13.</b>	<p><b>Board Member Reports</b>  Randa Vollertsen brought cards for the Employee of the Months for all board members to sign and will continue to do so. Jill Edgett shared that the Foundation will hold its quarterly meeting on March 27<sup>th</sup>.</p>	
<b>14.</b>	<p><b>Other Business</b>  There was no other business reported.</p>	

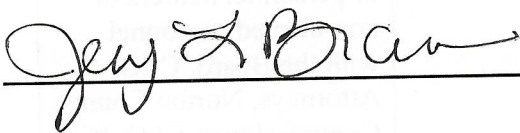


<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

15.	<p><b>Executive Session: Non-Elected Personnel</b></p>	<p><b>Jill Diane Edgett</b> moved to enter into executive session: K.S.A. 75-4319(b)(1) for discussion of personnel matters of non-elected personnel with the Board, CEO, Attorneys, Norton County Commissioner, CFO, Risk Management, Interim Clinic Manager and Interim Director of Nursing in attendance not to exceed 30 minutes. Seconded by <b>Randa Vollertsen</b>. Motion passed. Executive session begins at <b>10:12 p.m.</b> Exit at <b>10:45 p.m.</b></p> <p><b>Jill Diane Edgett</b> moved to enter into executive session: K.S.A. 75-4319(b)(1) for discussion of personnel matters of non-elected personnel with the Board, CEO, Attorneys, Norton County Commissioner, CFO, Risk Management, Interim Clinic Manager and Interim Director of Nursing in attendance not to exceed 30 minutes. Seconded by <b>Jimmy Todd</b>. Motion passed. Executive session begins at <b>10:46 p.m.</b> Exit at <b>11:16 p.m.</b></p> <p>No action taken.</p>
-----	--	---

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	March 15, 2022	<b>Location:</b>	Norton County Hospital

15a.	<b>Executive Session: Non-Elected Personnel</b>	<p><b>Jill Diane Edgett</b> moved to enter into executive session: K.S.A. 75-4319(b)(1) for discussion of personnel matters of non-elected personnel with the Board in attendance not to exceed 10 minutes. Seconded by <b>Randa Vollertsen</b>. Motion passed. Executive session begins at <b>11:20 p.m.</b> Exit at <b>11:30 p.m.</b></p> <p>No action taken.</p>
16.	Back in open session, the Board discussed and scheduled a Special Board meeting on March 24 <sup>th</sup> at 3 p.m. in the Board room.	
17.	<b>Adjourn</b>	Meeting adjourned at <b>11:34 p.m.</b>



Jenny Braun, Secretary