

Meeting Title:	Board of Trustees Meeting	Chairperson:	Jill Diane Edgett
Date/Time:	July 19, 2023 6:30 p.m.	Location:	Norton County Hospital

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

Attended	Position
Jill Diane Edgett	Board President
Ron Fisher	Board Vice President
Jenny Braun	Board Secretary
Randa Vollertsen	Board Treasurer
James Moreau	Board Member
Jimmy Todd	Board Member
Lee Juenemann	Board Member
John McClymont	Attorney
Frankie Forbes	Attorney (via Zoom)
Garrett Beydler	Norton County Commissioner
Kellen Jacobs	NCH Interim CEO - Rehabilitation Manager
ReChelle Horinek	NCH Chief Financial Officer
Shannan Hempler	NCH Director of Human Resources
Klare Bliss	NCH Chief of Information
Dr. Dakota Dreher	NCH Provider
Judy Wenzl	NCH Surgery Supervisor

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	Agenda Item	Action and/or Time
1.	June 21, 2023 Board Meeting Minutes	Motion by Ron Fisher to approve the minutes of the June 21, 2023 meeting. Second by James Moreau . Motion carries unanimously.
2.	New Board Member Introduction Jill Edgett welcomed Lee Juenemann to the Board of Trustees. John McClymont swore him in to his new position.	
3.	Consent Agenda Items: a) Personnel Information b) Accounts Payable – Bills *Patient Satisfaction Survey Summary was not available.	Motion by Ron Fisher to approve the Consent Agenda Items as presented. Second by Randa Vollertsen . Motion carries unanimously.
4.	Medical Staff Credentialing Applications There were not any ready for this month.	
5.	Surgery Equipment Judy Wenzl, Surgery Supervisor, presented a bid for a radiofrequency ablation machine on a capital lease agreement of \$1,076.90 per month for 36 months. Following the lease agreement, we will own the machine. We currently rent a machine, but it may not be available on pain clinic days when we need it. The charge for this procedure is about \$10,000 per service.	Motion by Randa Vollertsen to approve entering into a capital lease agreement for the ablation machine for \$1,076.90 per month as presented. Second by Jill Diane Edgett . Motion carries unanimously.
6.	CFO Report of Statistical/Financial Information ReChelle Horinek, CFO, reviewed the Fiscal Year 2024 budget in detail in the special meeting on Monday, July 17, 2023. She made minor adjustments and shows the FY 2024 budgeted for an overall loss of \$344,601. Budgeting for a loss is more realistic than if we would have made sure it was a breakeven bottom line. She explained that with a non-cash depreciation expense of over \$700,000 in the budget, if our bottom line can	Motion by Jill Diane Edgett enter into executive session: K.S.A. 75-4319(b)(4) for discussion of data related to financial affairs of the hospital with the Board, CEO, CFO, HR

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	<p>stay under this amount, we will actually be realizing a breakeven year.</p> <p>ReChelle presented the financial information for the month of June. The income statement shows a net loss of \$121,351 for the month of June and an unaudited net loss of \$1,639,641 for the fiscal year. Our cash decreased another \$100,000 in the month of June.</p> <p>NCH confirmed that Roche will reimburse the hospital for the installation of the water system attached to their equipment. This system was on the capital budget for 2024. We will move forward with this water system purchase and reimbursement.</p>	<p>Attorneys, and County Commissioner in attendance not to exceed 15 minutes. Second by Ron Fisher. Motion carries unanimously. Executive session begins at 6:55 p.m. Exit at 7:03 p.m.</p>
7.	<p>Ni2 Update ReChelle Horinek reviewed the reports provided by Ni2.</p>	
8.	<p>Financial Affairs of Non-Elected Personnel Bankruptcy YTD: \$623.00 Bad Debt/SP to Cr Mgt Collection YTD: \$415,269.41 Financial Assistance Current: \$60,899.75 Financial Assistance YTD: \$242,156.80</p> <p>The financial assistance policy is being updated and will come to the board after policy and procedure review.</p> <p>Two patients have applied for the new Epic River financing plan.</p>	<p>Motion by Ron Fisher to send an amount not to exceed \$15,234.14 for attempted collections. Second by James Moreau. Motion carries unanimously.</p>
9.	<p>Organizational Chart Kellen Jacobs explained the changes in the presented organizational chart.</p>	<p>Motion by Jenny Braun to approve the Organizational Chart as presented. Second by James Moreau. Motion carries unanimously.</p>
10.	<p>Risk Management Plan Klare Bliss, CIO, reviewed the Risk Management Plan updates and the inclusion of the newly approved organization chart. Melody DeWitt will upload the fully updated plan to the drive.</p>	<p>Motion by Jenny Braun to approve the Risk Management Plan with changes as presented. Second by Randa Vollertsen. Motion carries 6-0, Jimmy Todd abstained.</p>

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11.	Risk Management Quarterly Report Klare Bliss, CIO, reviewed the Risk Management quarterly report. The Board requested a comparison chart be presented so that the Board can easily see the comparison from the previous quarter(s).	
12.	Quality Quarterly Report Klare Bliss, CIO, reviewed the Quality quarterly report. Sara Smith is taking over this role. Jeri Grove completed the annual policy and procedure review. Sara is working on updating policies on The Beat.	
13.	CIO Report Klare Bliss, CIO, review the Cerner system information report.	
14.	Clinic Report Dr. Dakota Dreher reviewed the clinic visit reports for June. Total visit numbers and weekly gross charges were a little lower than the May report.	
15.	Provider Report Dr. Dakota Dreher reported that Dr. Hatton has been here to cover in July and will have locums from Docs Who Care in August. They are working on reporting to help identify patients eligible for wellness visits.	
16.	CEO Report Attended Hays Med Networking meeting with Melody DeWitt. Continue conversation with PA interested in coming to NCH. Met with and initiated clinic set up with Dr. Wheeler and first visit to NCH is ready. Continue conversation with Melissa Matthews, APRN. She wants primary care in the clinic and our immediate need is ER coverage. Community town hall meeting is complete and well received. Kellen is attending KHA new CEO Orientation and training. Organizational chart was reviewed. Met with Jeri Grove for policy and procedure review, will need additional follow up with Jeri and Sara Smith. HIPAA, Corporate Compliance and Governance will be presented annually to the Board. Employee performance reviews of PT staff and others who report to CEO are about done.	

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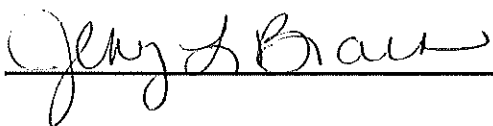
<p>Talks with Dr. Gaede regarding surgical services continue. He is doing some research as well.</p> <p>Meeting with Plains Radiology for ways to improve income. More discussions to continue with updates and improved standards of care.</p> <p>Working with Melody DeWitt to fill ER coverage.</p> <p>Set up CEO search committee and currently going over applications.</p> <p>Ongoing discussions with Hays Med on what they can offer us. Currently there are the only 2 specialist that come to NCH from Hays Med.</p> <p>Working through process for capturing all charges through ER and hospital for supplies that we use. Heather and Pam have met and we are working through this for the floor as well.</p> <p>James Moreau, Caryl and I met with Penco about the multimodal project that would provide a sidewalk around the hospital. Will plan to put that project into phases in hopes of completion with the changes that are taking place with other Highway projects planned for future and allow us to secure funding.</p> <p>Eva Harrington is working on converting the previous Risk Management office into sleeping room for locums, contract staff, and on call staff.</p> <p>Moving forward:</p> <p>Governance procedure, corporate compliance policies, HIPAA, values and mission education will be an annual education for the Board going forward. Whitney Criqui will attend next month's board meeting. Whitney and Kellen might be passing along some additional information between this meeting and the next for you to review and then bring questions to the next meeting.</p> <p>Will need to review Medical Staff By-laws and have discussions about how we will cover inpatients and ER moving forward and have APPs admit and follow patients. Exploring any cost savings options that might be available through Docs Who Care or Avel E-care system.</p> <p>Our effort on efficiency must be priority—document everything, charge correctly, education and cheat sheets for appropriate charges.</p> <p>Looking at Vytalize system to help with chronic care management and implementing scheduling on the spot while patient is here in the clinic.</p> <p>CEO search committing meeting next week to discuss CEO to interviews.</p>	
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17.	Commissioners Report Garrett Beydler reported that with the .25 mil increase, the hospital will be receiving 3.25 mils of tax support. Lee Juenemann was selected to fill the open Board position. The county would like to see increases in efficiency of hospital operations and finances to consider additional tax support.	
18.	Board Member Reports The Foundation had their executive meeting on Monday and the full board will meet on July 31, 2023. The Foundation met its goal to fund the purchase of a vein finder. There was also an addition contribution of \$16,000 that can help fund another project.	
19.	Other Business There was no other business reported.	
20.	Executive Session: Attorney-Client Consultation	Motion by Jill Diane Edgett enter into executive session: K.S.A. 75-4319(b)(2) for privileged attorney-client consultation with the Board, CEO, HR and Attorneys in attendance not to exceed 30 minutes. Second by Ron Fisher . Motion carries unanimously. Executive session begins at 9:00 p.m. Exit at 9:30 p.m.
20.	Executive Session: Non-Elected Personnel	Motion by Jill Diane Edgett 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, HR and Attorneys in attendance not to exceed 15 minutes. Seconded by Ron Fisher . Motion carries unanimously.

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		Executive session begins at 9:31 p.m. Exit at 9:46 p.m.
21.	Executive Session: Acquisition of Real Property	Motion by Jill Diane Edgett to enter into executive session: K.S.A. 75-4319(b)(6) for preliminary discussion of the acquisition of real property with the Board, CEO, HR and Attorneys in attendance not to exceed 20 minutes. Seconded by Ron Fisher . Motion carries unanimously. Executive session begins at 9:50 p.m. Exit at 10:12 p.m.
22.	Board Action from executive session No action	
23.	Fiscal Year 2024 Budget	Motion by Jill Diane Edgett to approve the Fiscal Year 2024 budget as presented. Second by Ron Fisher . Motion carries 6-0, Lee Juenemann abstained.
24.	Adjourn	Meeting adjourned at 10:14 p.m.



Jenny Braun, Secretary