

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	August 16, 2023	<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
Jenny Braun	Board Secretary
Ron Fisher	Board Vice President
Randa Vollertsen	Board Member
Lee Juenemann	Board Member
Jimmy Todd	Board Member
Garrett Beydler	Norton County Commissioner
John McClymont	Attorney
Frankie Forbes	Attorney (via Zoom)
Kellen Jacobs	NCH Interim Chief Executive Officer
Shannan Hempler	NCH Director of Human Resources
Mackenzie Blecha	NCH HR Assistant/Marketing
Klare Bliss	NCH Chief of Information
Heather Cave	NCH Interim Director of Nursing

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	<b>Agenda Item</b>	<b>Action and/or Time</b>
1.	<p><b>July 19, 2023, Board Meeting Minutes</b>  <b>July 17, 2023, Board Special Meeting Minutes</b></p>	<p>Motion by <b>Jill Diane Edgett</b> to approve the amended minutes of the July 19, 2023 meeting. Second by <b>Ron Fisher</b>. Motion carries unanimously.</p> <p>Motion by <b>Jill Diane Edgett</b> to approve the amended minutes of the July 17, 2023 special meeting. Second by <b>Ron Fisher</b>. Motion carries unanimously.</p>
2.	<p><b>Consent Agenda Items:</b></p> <ul style="list-style-type: none"> <li>a) Personnel Information</li> <li>b) Patient Satisfaction Survey Summary was not presented. June, July, and August will be presented in September.</li> <li>c) Accounts Payable – Bills</li> </ul>	<p>Motion by <b>Randa Vollertsen</b> to approve the Consent Agenda Items as presented. Second by <b>Ron Fisher</b>. Motion carries unanimously.</p>
3.	<p><b>Medical Staff Credentialing Applications</b></p> <ul style="list-style-type: none"> <li>• Christel Burke, CRNA – Midwest Anesthesia</li> <li>• Phillips Zappa, CRNA – Midwest Anesthesia</li> <li>• Alyssa Plouzek, MD – Plains Radiology</li> <li>• Sydney Meyer, PA – Platte Valley Medical Center (Dr. Lanspa’s PA, will help with the clinic here)</li> <li>• Shannon Herl, APRN – Docs Who Care (8/18, 8/24) ER Coverage</li> <li>• Timothy Lawton, MD – Docs Who Care (8/28, 8/29) ER Coverage</li> <li>• Brenda Salazar, APRN – Docs Who Care (8/11, 8/17, 8/30) ER Coverage</li> <li>• Matthew Wheeler, MD – Platte Valley General Surgeon</li> <li>• Kimberly Hilliard, MD – Platte Valley (coming with Dr. Wheeler)</li> </ul>	<p>Motion by <b>Jenny Braun</b> to approve the Medical Credentialing applications as presented. Second by <b>Randa Vollertsen</b>. Motion carries unanimously.</p>

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<b>4.</b>	<p><b>CIO Report</b></p> <p>Klare Bliss, CIO, presented her updates from July 2023. Legacy system files are copied. Financials catching up, closing accounts in Centriq, and putting into Cerner. Will copy it again and upload it into the legacy system. Ready to use in September. ReChelle and Klare working with CPSI to only pay nine months rather than full-year. Some reporting at the beginning of the year for quality.</p> <p>The Beat Access – reset passwords and sent log-in to board members for Policies, Corporate Compliance, and HIPAA education.</p> <p>Macrohelix 340B Project should be live in September and see a positive financial impact soon. Pharmacy and Moffet’s collaborating, wrapping up final pieces.</p> <p>ACO REACH helps with quality measures and Medicare reimbursements – chose The Vytal Signs that integrates with Cerner to ensure full quality care, alert for scheduling follow-ups and annual wellness visits, chronic condition recapture, advance care plan completion, unnecessary services, Dreher is champion physician, docs get incentives to participate, will help us become more efficient – keep patients coming frequently for check-ups rather than seeing them in more expensive settings like ER which they are willing to reimburse for</p> <p>Issues with Cerner support? No, support is good. The biggest challenge is getting the information from both sides to work together.</p> <p>Cerner conference in September - get resources for departments, wait on optimization until staffing evens out Learning Health Network – interest in a demo/meeting on this Revenue Cycle – end of June \$162K was held in the scrubber for claims that need cleaning before Ni2 can bill, end of July went up to \$500K – meetings are being held to fix issues between the business office, Ni2, providers, etc. Kellen - 30, 60, and 90 days with clean claims being paid, if not clean those wait times get delayed even further The dollar amount in the scrubber can be monitored as frequently as needed</p>	
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	Have used Ni2 for about 5 years, due to a lack of business office staff	
5.	<p><b>Ni2 Update</b>  Jason Adams was not able to attend via Zoom due to travel delays.  Board – questions as far as when the Ni2 contract is up, if they will run out of issues to fix, what we pay vs. what they are capturing, reviewed payments to Ni2  Klare explained Legacy AR vs. Cerner AR for Lee.</p>	
6.	<p><b>CFO Report of Statistical/Financial Information</b>  ReChelle Horinek, CFO, was not able to attend due to medical needs. Documents were available for review on Google Drive. ReChelle will be out for 4-6 weeks. Once she feels up to it, she will start working from home. Tasha Harper will be helping her in the meantime.</p> <p>Per ReChelle’s financial considerations, we have a CD that is expiring now at Equity Bank for \$312,391.65. She would recommend cashing this out and placing it in the Operation account for now. If we don’t need it, we can re-invest after 3 months.</p>	<p>Motion by <b>Jimmy Todd</b> to cash out CD at Equity Bank for \$312,391.65 and place into Operating account. Second by <b>Randa Vollertsen</b>. Motion carries unanimously.</p>
7.	<p><b>Financial Affairs of Non-Elected Personnel</b>  Financial Assistance YTD: \$ 8,958.89  Bankruptcy YTD: \$ 58,292.24</p> <p>Epic River Lending Program applications are being processed and will help with this number.</p>	<p>Motion by <b>Ron Fisher</b> to send an amount not to exceed \$ <b>58,292.24</b> for attempted collections. Second by <b>Jenny Braun</b>. Motion carries unanimously.</p>
8.	<p><b>Provider Report</b>  No provider report was given. Jill complimented the medical staff for their teamwork at their last meeting.</p>	
9.	<p><b>Medical Clinic Update</b>  Melody DeWitt, Medical Clinic Manager, was not able to attend due to medical needs. Klare Bliss presented the Medical Clinic Update.  Clinic visit numbers – totals decreased due to vacations  Jenny – Do we need to see this? It came from the battle between the doctors. Maybe the information is not pertinent anymore.  Weekly gross charges posted – based on when documentation is completed, the charge is dropped and the bill is sent, does not necessarily reflect the amount per week</p>	

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	<p>Total and same-day appointments – looking for more scheduled appointments in the future</p> <p>Med staff discussed later hours in the afternoon for clinic</p> <p>Saturday walk-in clinic: not as heavily staffed, great service for the community</p>	
<b>10.</b>	<p>CEO Report</p> <p>Kellen Jacobs, Interim Chief Executive Officer, presented the Chief Executive Officer’s report.</p> <ol style="list-style-type: none"> <li>1. Met with Steve Poage KHA to follow up and discuss hospital issues.</li> <li>2. Met with the CEO search committee and discussed candidates and next steps. Had 12 applicants, narrowed with search committee to 4 people. Set up initial interviews for Zoom meetings. 2 of these this week (the other 2 had taken other positions already). Moving forward with 2 in-person interviews and tours of the facility, staff, and town.</li> <li>3. Few contacts and calls with Chad Austin KHA president regarding new CEO candidates.</li> <li>4. Call with PA interested in coming to NCH will be making some decisions around October.</li> <li>5. Registration meeting for tomorrow</li> <li>6. Leadership team meeting tomorrow</li> <li>7. Nursing staff meeting, scanning process</li> <li>8. EVS meeting</li> <li>9. Cardiac Pulmonary Rehab and HIM move department meeting</li> <li>10. Trauma meeting (Sierra W doing a great job and just waiting on-site visit for re-accreditation)</li> <li>11. Pool party success (pretty good turn-out despite the cold and rain)</li> <li>12. Met with Avel E-care system</li> <li>13. Hired full-time DON candidate Sara Mohr, will start in September alongside Heather and then transition to full-time as Heather’s contract expires and she exits</li> <li>14. UR meeting. Continuing to work through the process to limit write-offs with ReChelle, Billing staff, HIM, and Ni2</li> <li>15. 3rd-floor office room to apartment conversion</li> <li>16. County Commissioners meeting with update provided</li> </ol>	

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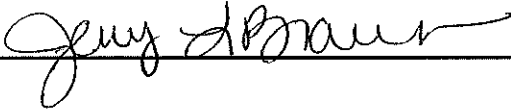
	<p>17. Town hall with Congressman Tracy Mann, discussed the importance of the 340B program and discussed the need for some allowances on Medicare Advantage plans counting towards our cost-based reimbursement and letting him know that those are 2 important pieces to our success. Also discussed were staffing issues. He has the most hospitals in his district of any representative.</p> <p>18. Retainworks meeting. Empowering people with injuries to get care and get back to work. Grant Study.</p> <p>19. Med staff meeting. Discussed the importance of efficiency and documentation timeliness. Dr. Dreher did some discussions on charges and trying to capture everything we can per visit.</p> <p>20. PA-C Gino Salerno agreed to continue working at NCH despite other job offers</p> <p>21. Meeting with Eagle Med who regionally provides telehealth coverage for endocrinology, rheumatology, and nephrology.</p> <p>Upcoming work:</p> <ol style="list-style-type: none"> <li>1. Will be scheduling town tours for CEO candidates. As well as presenting them to staff and board members. Touring facility, town, and places of interest.</li> <li>2. Securing ER coverage more news to come soon</li> <li>3. Collaboration with County Health dept.</li> <li>4. Working with some promotions with the school</li> <li>5. Continued attendance at department meetings for efficiency. No department is exempt.</li> </ol>	
11.	<p><b>Commissioner Report</b> Garrett Beydler, Norton County Commissioner, reported that the Commissioners were happy to visit with Kellen and they believe things are trending in a good direction.</p>	
12.	<p><b>Board Member Reports</b> Randa Vollertsen thinks Jeff Hager deserves recognition for his great work on the facilities grounds – will report in the next day’s huddle. The sidewalk project is being phased out and waiting for City to finish its construction. Kellen will be in contact with Cary Hale.</p>	

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<b>13.</b>	<b>Other Business</b> There was no other business reported.	
<b>14.</b>	<b>Executive Session: Non-Elected Personnel</b>	<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, Interim CEO, Director of Human Resources, and attorneys in attendance not to exceed 30 minutes. Seconded by <b>Ron Fisher</b> . Motion passed. Executive session begins at <b>8:40 p.m.</b> Exit at <b>9:10 p.m.</b>
<b>15.</b>	<b>Executive Session: Non-Elected Personnel</b>	<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, Interim CEO, Director of Human Resources, and attorneys in attendance not to exceed 10 minutes. Seconded by <b>Ron Fisher</b> . Motion passed. Executive session begins at <b>9:15 p.m.</b> Exit at <b>9:25 p.m.</b>
<b>16.</b>	<b>Action taken from executive session</b>	It was the board's consensus to authorize Kellen Jacobs, Interim Chief Executive Officer, to visit with Dr. Dakota Dreher to discuss ER coverage and Administration duties. Motion approved 6-0.

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17.	Adjourn	Meeting adjourned at 9:30 p.m.
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Jenny Braun, Secretary