

Meeting Title:	Board of Trustees Meeting	Chairperson:	Jill Diane Edgett
Date/Time:	November 15, 2023	Location:	Norton County Hospital

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

Attended	Position
Jill Diane Edgett	Board President
James Moreau	Board Member
Ron Fisher	Board Vice President
Randa Vollertsen	Board Member
Jimmy Todd	Board Member
John McClymont	Attorney
Frankie Forbes	Attorney (via Zoom)
Kellen Jacobs	NCH Interim Chief Executive Officer
ReChelle Horinek	NCH Chief Financial Officer
Melody DeWitt	NCH Clinic Manager/Risk Management
Shannan Hempler	NCH Director of Human Resources
Mackenzie Blecha	NCH HR Assistant/Public Relations
Klare Bliss	NCH Chief of Information
Tabetha Harris	NCH Incoming HR Assistant/Public Relations
Jason Adams	Ni2 (via Zoom)

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	Agenda Item	Action and/or Time
1.	October 18, 2023, Board Meeting Minutes	Motion by Ron Fisher to approve the amended minutes of the October 18, 2023 meeting. Second by James Moreau . Motion carries unanimously.
2.	Executive Session: Attorney-Client Privilege	Jill Diane Edgett moved to enter into executive session: K.S.A. 75-4319(b)(2) for discussion of privileged attorney-client consultation with the board and attorneys in attendance not to exceed 30 minutes. Seconded by Ron Fisher . Motion passed. Executive session begins at 6:35 p.m. Exit at 7:05 p.m.
3.	Consent Agenda Items: a) Personnel Information b) Patient Satisfaction Survey Summary c) Accounts Payable – Bills	Motion by Jimmy Todd to approve the Consent Agenda Items as presented. Second by Randa Vollertsen . Motion carries unanimously.
4.	Medical Staff Credentialing Applications None needed for approval.	
5.	2024 Benefits Approval Shannan Hempler, Director of HR, presented the Benefits Plan for 2024. She recommends this be discussed in executive session. There is no approval needed at this time.	
6.	CIO Report Klare Bliss, the Chief Information Officer (CIO), presented the comprehensive updates from over the last month. Legacy System: Progress has been made with user setups and initial implementation across desktops. There's a plan to	

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	<p>commence training, potentially allowing users to start before data transfer. However, there have been issues with Centriq due to pending updates. Klare aims to go-live with the legacy systems before Christmas.</p> <p>Executive Status Summary: Klare reported participation in the Cerner conference, emphasizing networking with independent community hospitals. Resources for department leaders were discussed, highlighting the plan to transition the Cerner platform to Oracle Cloud to enhance stability. A new "clickless" functionality for doctors and methods for patient check-ins at home were also mentioned.</p> <p>Learning Health Network: An introductory call is scheduled before the month's end. Comprehensive training is slated for later, after Kevin Faughnder's arrival.</p> <p>Interface with KPS Quote: Plans are underway for optimization, with a budget allocation of \$6,000 set for after the first of the year.</p> <p>Vytalize with ACO: A meeting is scheduled tomorrow to prepare the clinic and address wellness visits.</p> <p>Eagle Telemed: Updates are necessary for previously purchased equipment.</p> <p>Nex-tech: The decision has been made to discontinue cable services. There's a consideration for possible mobile devices for inpatients and waiting rooms.</p>	
7.	<p>Ni2 Update</p> <p>Jason Adams from Ni2 delivered the following highlights in his monthly report:</p> <p>Charge Capture Initiatives: Successful initiatives have led to an approximate delivery of \$820,000 in revenue, indicating the effectiveness of implemented strategies.</p> <p>Cash Trend for Cerner: There has been significant progress, with cash trends exceeding \$1.3 million, showcasing positive movement in the desired direction. This indicates successful efforts in managing cash flow within the Cerner system.</p> <p>A/R Trending: Despite substantial volume, there haven't been any significant spikes in accounts receivable. Gross charges have remained above those of prior periods, indicating a stabilized financial situation and efficient management of accounts receivable despite increased volume.</p>	

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8.	<p>CFO Report of Statistical/Financial Information ReChelle Horinek, the Chief Financial Officer (CFO), presented statistical and financial information for October 2023, covering various aspects of the organization:</p> <p>Patient Volume: Inpatient, clinic, and swing bed numbers have decreased compared to previous periods.</p> <p>Professional Fees: There's been an increase in professional fees, with higher expenditures or services utilized in this area.</p> <p>Lab Fees with KPS: Shannan and Sabrina are collaborating to resolve issues regarding lab fees with KPS. There was a discovery that a backup was related to September, not October, indicating a clarification in the financial data. Clarification was made that KPS is used for both consulting/lab directorship and lab services.</p> <p>Employee Travel for Lab Operations: There is a concern of the cost of having employees travel for lab runs. A new partnership with Phillipsburg aims to save time, reduce mileage, and avoid ambulance diversion, especially after 4 pm when limited options are available.</p> <p>Monitoring Amerisource: Charli is closely monitoring Amerisource and engaging in weekly calls with MacroHelix, indicating a proactive approach to overseeing this aspect of operations.</p> <p>Upcoming Tasks: The cost report is slated for filing this week. Additionally, there's a review underway for the 2022 cost report.</p>	
9.	<p>Financial Affairs of Non-Elected Personnel Financial Assistance YTD: \$53,300.06 Bankruptcy YTD: \$--</p>	<p>Motion by Ron Fisher to send an amount not to exceed \$25036.31 for attempted collections. Second by James Moreau. Motion carries unanimously.</p>
10.	<p>Medical Clinic Update</p> <p>Melody DeWitt, the Medical Clinic Manager, provided the following updates:</p> <p>Retainworks Training: Implemented Retainworks training for providers aimed at aiding patients in returning to work after experiencing injuries.</p>	

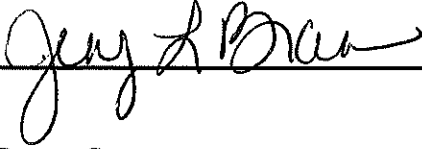
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	<p>Staff Change: Tara Johnson is set to replace Brenda Starr as Dr. McKinley's nurse, indicating a change in personnel within the medical team.</p> <p>Saturday Clinic: Staffing at the Saturday clinic has been reduced, and the community continues to utilize these services, implying ongoing demand for medical services during weekends.</p> <p>Reports Provided:</p> <ul style="list-style-type: none"> • Weekly Total & Same-Day Appointments • Walk-In Totals YTD • Weekly Gross Charges Posted 	
11.	<p>CEO Report</p> <p>Kellen Jacobs, serving as the Interim Chief Executive Officer, provided a comprehensive report on various initiatives and updates:</p> <p>Eagle Telemed: Providers need to undergo credentialing through NCH, aiming for a go-live in less than 120 days, indicating an expedited implementation process.</p> <p>County-Wide Sales Tax: Drafting a resolution for levying a county-wide sales tax to fund healthcare services in Norton County. Discussions around the need for a sunset date and plans to meet county commissioners, engage business owners, and emphasize the hospital's significance in the community. Discussion regarding the ease of passing a sales tax increase over a mill levy increase, with insights from other counties' tax approvals. Considering changes in wording and a sunset date for clarity and acceptance. Recognizing the financial turnaround, contemplating the allocation of extra funds toward remodels, projects, or capital purchases to enhance operations.</p> <p>Organizational Updates: Completion of employee evaluations, upcoming leadership meeting, and completed meetings focusing on risk management, lab operations, and revenue cycle.</p> <p>Medical Services and Collaborations: Discussions on upcoming surgeries by Gabel and Gaede, exploring opportunities for cost-effective procedures and expanded surgical services.</p> <p>Community Engagement and Partnerships: Engaging with the Ministerial Alliance to address patient transportation needs, discussions regarding health assessments, partnerships with healthcare departments, and efforts to engage consulting services.</p>	<p>Motion by Jill Diane Edgett to approve the amount of \$7,400 to VVV Consulting with Vince Vandehaar for the Community Health Needs Assessment as presented, in hopes that the Norton Regional Health Foundation will help support this study. Second by Jimmy Todd. Motion carries unanimously. Jill will discuss this matter with the Foundation at their upcoming meeting.</p>

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	<p>Personnel Updates: Onboarding of Melissa Mathews, considerations for oncology services in McCook, discussions on surgical staff, anesthesia alliances, and collaborative efforts in various medical procedures.</p> <p>Special Initiatives: Temporary assistance provided by the dietary department to Valley Hope, participation in community events like the Veterans Day parade, and efforts to secure future medical equipment and services through initiatives like the Hologic Breast Health Tour.</p>	
12.	<p>Commissioner Report There was no commissioner report.</p>	
13.	<p>Board Member Reports Norton Regional Health Foundation Executive meeting was held this past Monday. Foundation regular meeting will be held on the 27th.</p>	
14.	<p>Other Business NCH Christmas Party is on the 9th. Board members to let Mackenzie know number of guests and which entrée option.</p>	
15.	<p>Executive Session: Non-Elected Personnel</p>	<p>Jill Diane Edgett 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, HR Director, and CFO in attendance not to exceed 30 minutes. Seconded by Ron Fisher. Motion passed. Executive session begins at 8:31 p.m. Exit at 9:01 p.m.</p>
16.	<p>Board Action from executive session Board entered back into open session and stated that the cost of United Health Care could be increasing by 31% for the next year for employees. The board stated that the hospital will absorb the cost increase so employee premiums can remain the same in the coming year.</p>	
17.	<p>Adjourn</p>	<p>Meeting adjourned at 9:03 p.m.</p>

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Jenny Braun, Secretary