

<b>Meeting Title:</b>	Board of Trustees Meeting	<b>Chairperson:</b>	Jill Diane Edgett
<b>Date/Time:</b>	December 20, 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
James Moreau	Board Member
Ron Fisher	Board Vice President
Randa Vollertsen	Board Member
Jimmy Todd	Board Member
Lee Juenemann	Board Member
Garrett Beydler	Norton County Commissioner
Kellen Jacobs	NCH Interim Chief Executive Officer
Shannan Hempler	NCH Director of Human Resources
Klare Bliss	NCH Chief of Information
Tabetha Harris	NCH HR Assistant/Public Relations
Dakota Dreher	NCH Provider
Caryl Hale	Foundation
Sarah Mohr	NCH DON
Mitch Bartels	NCH Radiology
Georgia	General Public
Mike	General Public

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	<b>Agenda Item</b>	<b>Action and/or Time</b>
1.	<b>November 15, 2023, Board Meeting Minutes</b>	Motion by <b>Ron Fisher</b> to approve the amended minutes of the November 15, 2023 meeting. Second by <b>Randa Vollertsen</b> . Motion carries unanimously.
2.	<b>December 15, 2023, Special Meeting Minutes</b> Amend that Randa was remote	Motion by <b>Randa Vollertsen</b> to approve the amended minutes of the December 15, 2023 special meeting. Second by <b>Lee Juenemann</b> . Motion carries unanimously.
3.	<b>Executive Session: Non-Elected Personnel</b> Did not go into executive session	
5.	<b>Consent Agenda Items:</b> a) Personnel Information b) Patient Satisfaction Survey Summary c) Accounts Payable – Bills	No new business
6.	<b>Medical Staff Credentialing Applications</b> A stack of providers for Eagle Med, was presented to the board for approval.	Motion by <b>Jill Diane Edgett</b> to approve the Consent Agenda Items as presented. Second by <b>Randa Vollertsen</b> . The motion carries unanimously.
7.	<b>CT services/ upgrades</b> The current CT scanner, purchased in 2009, needs replacement due to an end-of-life notice from GE, with limited service availability. The Foundation has raised \$250k and sold \$30k in credits. The cost for both components (scanner and ejector) is \$425k, with an \$18,000 trade-in credit. GE is also offering an end-of-year discount, if we lock in now. The existing CT scanner handles 16 slices per image and a 350 lb. limit, while the new one offers 64 slices, a 500 lb. limit, a larger table, lower radiation, and better image resolution. The	Motion by <b>Jill Diane Edgett</b> to approve spending on new CT scanner, not to exceed \$425,000. Second by <b>Ron Fisher</b> . The motion carries unanimously.

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	<p>hospital averages 80-90 scans per month, with increasing numbers.</p> <p>A two-week downtime is expected for replacement, and funds are available for this fiscal year. ReChelle suggests a capital lease, paying upfront and reimbursing with Foundation funds. Mitch recommends the GE model, the cheapest among the options. The annual maintenance fee will decrease from \$84,000 to \$63,999.</p> <p>The goal is, installation in the first quarter, with payment upon installation (20% down, remainder on close).</p>	
8.	<p><b>CIO Report</b></p> <p>Klare Bliss, the Chief Information Officer (CIO), presented the comprehensive updates from over the last month.</p> <p><b>Legacy System:</b> Capstone Legacy is now up and ready for use. HIM will implement it first.</p> <p><b>Executive Status Summary:</b> Not too much has changed. Learning Health Network at Healthy Intent at the beginning of the year. Currently awaiting numbers from Cerner, but figures from KPS are available. The next steps involve comparing and discussing the obtained numbers.</p> <p><b>Vytalize with ACO:</b> Following a recent meeting, it was highlighted that there is potential to capture an additional \$3 million with Medicare, and steps are being taken to optimize coding. A spreadsheet of patients requiring better coding has been provided, and efforts will focus on improvements for the year 2025. Information has been shared with providers, with the help of Dr. Dreher. The key approach is to consistently code, document, and regularly see patients with chronic conditions, emphasizing the importance of keeping well patients in good health. Vytalize is supporting these efforts by providing education to clinic staff.</p> <p>Attended cyber security training and Security Risk Assessment is completed. Improvement plans will be brought to Jan meeting.</p> <p>Working on getting some different avenues of funding implemented</p> <p>Leadership Norton County planning group, 1 spot is reserved for a member of the hospital staff.</p>	

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9.	<p><b>CFO Report of Statistical/Financial Information</b>  ReChelle Horinek, the Chief Financial Officer (CFO), presented statistical and financial information for November 2023, covering various aspects of the organization:</p> <p>She was feeling unwell. If you have questions from the notes she sent; send her back a note, and she will report and reply next week.</p>	
10.	<p><b>Financial Affairs of Non-Elected Personnel</b>  Financial Assistance YTD: \$56,416.74  Bankruptcy YTD: \$--</p>	<p>Motion by <b>Ron Fisher</b> to send an amount not to <b>exceed \$25,036.55</b> for attempted collections. Second by <b>James Moreau</b>. Motion carries unanimously.</p>
11.	<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, Interim CEO, and HR Director in attendance not to exceed 20 minutes. Seconded by <b>Ron Fisher</b>. Motion passed. The executive session begins at <b>7:15 p.m.</b> Exit at <b>7:34 p.m.</b></p>
12.	<p><b>Executive Session:</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, Interim CEO, and HR Director in attendance not to exceed 15 minutes. Seconded by <b>Ron Fisher</b>. Motion passed. Executive session</p>

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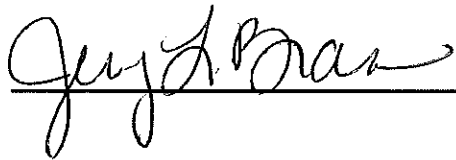
		begins at 7:35 p.m. Exit at 7:49 p.m.
13.	<b>Board Action from Executive Session</b> No actions stated	
14.	<b>Medical Clinic Update</b>  Melody DeWitt, the Medical Clinic Manager, is on leave. Klare Bliss, the Chief Information Officer (CIO), provided the following updates:  Reports Provided: <ul style="list-style-type: none"> <li>• Weekly Total &amp; Same-Day Appointments</li> <li>• Walk-In Totals YTD</li> <li>• Weekly Gross Charges Posted</li> </ul>	
15.	<b>CEO Report</b>  Kellen Jacobs, serving as the Interim Chief Executive Officer, provided a comprehensive report on various initiatives and updates:  <b>Eagle Telemed:</b> Many other hospitals in the region are utilizing Telemed services, resulting in a substantial sharing of information. The initial clinics are scheduled for February 2nd and 6th. Retain Works is referring a significant number of patients. To enhance community involvement, a meet-and-greet with providers is proposed for early January. <b>County-Wide Sales Tax:</b> The levy needs finalization and will be on the ballot for the upcoming spring election, receiving positive feedback. NRHF will discuss the sales tax resolution as a potential revenue source. A committee is working on advertising, seeking a board member volunteer. Nextech in Lenora offers space. <b>Organizational Updates:</b> Cola revealed some deficiencies in the Lab, but a plan is in place. PTINR qualification has resolved deflection issues. Improved staffing with 3 techs, a phlebotomist, and a lab assistant. Preparing for a 340B audit kickoff, with changes and data capturing aided by Cerner.	

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	<p>Department moves underway, with the conference room becoming cardio-pulmonary, and HIM becoming a new conference room.</p> <p><b>Medical Services and Collaborations:</b> Kansas cares meeting in Hays. The struggles of rural communities and talking about Medicaid expansion. Sunflower Health is offering help for physician recruitment, and following up on leads. Working through some models to best address the most cost-effective CRNA coverage.</p> <p><b>Community Engagement and Partnerships:</b> The Ministerial Alliance will assist in covering the costs of getting patients home.</p> <p>CHNA kickoff was today. Will be sending emails and surveys for a town hall in March.</p> <p><b>Personnel Updates:</b> Gino is back in ER.</p> <p>Thanks to Heather for her leadership and onboarding with Sarah.</p> <p><b>Special Initiatives:</b> Kansas cares meeting in Hays. The struggles of rural communities and talking about Medicaid expansion.</p> <p>InReach- looking at different models to share specialty providers. Would like to have one centralized hospital to do surgeries at. Hoping it will be a revenue generating service. Would help us capture more patients here if we can have a surgeon here weekly.</p> <p>Utilization review meeting, working on provider documentation to get better cash flow.</p> <p>Working on onboarding Kevin, January 2<sup>nd</sup> start date, will be at least a 2 month process. Left some notes on how he sees NCH succeeding. Asking board to be more hands on and to be more of a united front, more pro-active than reactive.</p>	
16.	<p><b>Commissioner Report</b></p> <p>The commissioners appreciate all of Kellen's efforts. Would like Rechelle to get in touch with him to see how they can help financially.</p>	
17.	<p><b>Board Member Reports</b></p> <p>Appreciate the leadership minutes.</p> <p>Thank you for all that the County Commissioners have done to help NCH through the year</p>	

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18.	<b>Other Business</b> None	
15.	<b>Executive Session: Non-Elected Personnel</b> No further Executive Session was had	
16.	<b>Board Action from executive session</b> N/A	
17.	<b>Adjourn</b>	Meeting adjourned at <b>8:17 p.m.</b>




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Jenny Braun, Secretary