

Meeting Title:	Board of Trustees Meeting	Chairperson:	James Moreau
Date/Time:	April 17, 2024	Location:	Norton County Hospital

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

Attended	Position
James Moreau	Board President
Jimmy Todd	Board Vice-President (via Zoom)
Jerry Hawks	Board Member
Randa Vollertsen	Board Treasurer
Lee Juenemann	Board Member
Garrett Beydler	Norton County Commissioner
Kevin Faughnder	NCH Chief Executive Officer
ReChelle Horinek	NCH Chief Financial Officer
Shannan Hempler	NCH Director of Human Resources
Klare Bliss	NCH Chief of Information
Mel Dewitt	NCH Risk and Clinic Manager
Tabetha Harris	NCH HR Assistant/Public Relations
Sarah Mohr	NCH DON
Amanda Kuxhausen	NCH Quality Control and Risk Management
Caryl Hale	Foundation

Meeting Title:	Board of Trustees Meeting	Chairperson:	James Moreau
Date/Time:	April 17, 2024	Location:	Norton County Hospital

	Agenda Item	Action and/or Time
1.	March 20 th , 2024 Board Meeting Minutes	Motion by Randa Vollertsen to approve the amended minutes of the March 20 th , 2024 meeting. Second by Jimmy Todd. Motion carries unanimously.
2.	Consent Agenda Items: a) Personnel Information b) Patient Satisfaction Survey Summary c) Accounts Payable – Bills	Motion by Jimmy Todd Choose an item to approve the Consent Agenda Items as presented. Second by Randa Vollertsen . Motion carries unanimously.
3.	Executive Session: Attorney-Client Consultation	James Moreau moved to enter into executive session: K.S.A. 75-4319(b)(2) for privileged attorney-client consultation with the Board’s attorney; CEO, and county commissioner in attendance not to exceed 10 minutes. Seconded by Lee Juenemann. Motion passed. The executive session begins at 6:45 p.m. Exit at 7:00 p.m.
4.	Board Action from Executive Session	N/A
5.	Executive Session: Non-Elected Personnel None needed	
6.	Board Action from Executive Session	N/A
7.	Medical Staff Credentialing Applications	Motion by James Moreau to approve the Medical Staff Credentialing Applications as presented. Second by

Meeting Title:	Board of Trustees Meeting	Chairperson:	James Moreau
Date/Time:	April 17, 2024	Location:	Norton County Hospital

		Jimmy Todd . Motion carries unanimously.
8.	Conflict of Interest Statements Annual renewal of conflict of interest statements.	Signed by Lee, Randa, James, and Jerry.
9.	Governance Manual The governance manual was updated for 2024 and put before the board for approval. Jimmy offered notes on updates per his review of the document.	Tabby will make proposed amendments and admin will review the rest by the next board meeting.
10.	Risk Management Amanda Kuxhausen, the new Risk Management and Quality Assurance Coordinator presented In the first quarter of 2024, there was an increase in risk incidents compared to previous quarters, as outlined in the attached risk incident reports from 2023. Due to, elopement incidents: Currently addressing issues with a patient wander guard system for those with cognitive impairment; and Diversion during CT installation generated quite a few incident reports. Focus on reducing inpatient falls and medication errors in the 2024 Quality Work Plan. <ul style="list-style-type: none"> • Initiating a "Call, Don't Fall!" campaign emphasizing a culture of safety and thanking the patient for using their call light. • Implementing measures such as volunteer rounding, signage, and feedback sessions to enhance safe medication practices. Encouraging reporting so that existing problems can be identified and addressed promptly. Input from staff, patients, and the community is crucial for improving processes and enhancing patient safety.	
11.	CNO Report Sarah Mohr, the Chief Nursing Officer (CNO), presented the comprehensive updates from over the last month. Operations: <ul style="list-style-type: none"> • Daily Census: Averaged 2.3 patients, down from 3.7 in February '24 	

Meeting Title:	Board of Trustees Meeting	Chairperson:	James Moreau
Date/Time:	April 17, 2024	Location:	Norton County Hospital

	<ul style="list-style-type: none"> Inpatient Admissions: Increased to 14 patients from 12 in February '24 ER Visits: Recorded 151 visits, down from 160 in February '24 <p>People:</p> <ul style="list-style-type: none"> New Hires: 1 RN converted from agency to NCH employee, 1 RN starting in May on nights, 1 LPN starting in June on nights. Additional PRN LPN graduates to train this summer. <p>Education:</p> <ul style="list-style-type: none"> Collaboration with EMS for Rapid Sequence Intubation trainings, completing 2 this month. Trauma Coordinator working with EMS for mock code drills. <p>Customer Service:</p> <ul style="list-style-type: none"> AIDET (Acknowledge, Introduce, Duration, Explain, Thank) initiative implemented to enhance patient communication and service. Encouraging and thanking patients for using the call light. 	
12.	<p>CIO Report Klare Bliss, the Chief Information Officer (CIO), presented the comprehensive updates from over the last month.</p> <p>Transition to OCI servers, preparing for "down time" procedures. Attending a Community Works forum with Cerner in KC for information. Awaiting a quote for revenue cycle optimization. Credit claim in progress. Renewed agreement with University of NE for more med students to shadow Gino. Scheduled for KHA Cyber Security Training next week. Car seat tech recertification for community benefit.</p>	
13.	<p>Ni2 Update ReChelle Horinek, the Chief Financial Officer (CFO), presented comprehensive Ni2 updates from the last month.</p>	

Meeting Title:	Board of Trustees Meeting	Chairperson:	James Moreau
Date/Time:	April 17, 2024	Location:	Norton County Hospital


	<p>Charge optimization is going down Will go away in July Cash trends have been consistant over 1mil in cash in. Aim to be at 1.2 Almost ready to get out of centriq May 1st</p>	
14.	<p>CFO Report of Statistical/Financial Information ReChelle Horinek, the Chief Financial Officer (CFO), presented statistical and financial information for March 2024, covering various aspects of the organization:</p> <p>Income Statement</p> <ul style="list-style-type: none"> • March gross patient revenue: \$2,153,870 (below budget by \$98,289). • Inpatient and Swingbed Revenue below budget. • Outpatient revenue below budget for the first time this fiscal year. • Cost report settlement of \$188K received in March. • Still have not received a new rate sheet from Medicare yet. • Net Loss from Operations for March: -\$235,851. • Other non-operating revenue includes tax distribution accrual, contributions, and interest. • Net Loss for March 2024: -\$212,102. YTD Loss: -\$735,249. <p>Balance Sheet</p> <ul style="list-style-type: none"> • Cash balance at month end: \$617,070. • Days of cash on hand: 15.98. • Long-term debt and pension liabilities adjusted annually. <p>Statistics</p> <ul style="list-style-type: none"> • March 2024 statistics show good inpatient days, but YTD below previous years. • Outpatient services down overall in March. <p>Other Information</p> <ul style="list-style-type: none"> • Working on an interim cost report for 8 months ending February 29, 2024. 	

Meeting Title:	Board of Trustees Meeting	Chairperson:	James Moreau
Date/Time:	April 17, 2024	Location:	Norton County Hospital

	<ul style="list-style-type: none"> Updating NCH payment policy to include pay upfront discounts and discounts on payments in full to reduce direct costs and collection accounts. Working with Experian to give us more accurate insurance quotes. 	
15.	Financial Affairs of Non-Elected Personnel Financial Assistance YTD: \$ 286,241.67 Bankruptcy YTD: --	
16.	Executive Session: Non-Elected Personnel	James Moreau moved to enter into executive session: K.S.A. 75-4319(b)(1) for discussion of data relating to financial affairs or trade secrets with the Board, CEO, CFO, HR, and county commissioner in attendance not to exceed 10 minutes. Seconded by Randa Vollertsen . Motion passed. The executive session begins at 8:02 p.m. Exit at 8:09 p.m.
17.	Board Action from Executive Session	N/A
18.	Medical Clinic Update Melody DeWitt, the Medical Clinic Manager, provided the following updates: Patients per week have remained steady. Saturday clinic attendance averaged 7 patients this month. Revenue increased by \$40,000 from February to March. Utilizing Docs Who Care for locum support to alleviate workload for Dr. McKinley. Exploring options with another company to fulfill our needs. Transitioning from Care Harmony to Lana Jones for chronic care management exclusively.	
19.	CEO Report Kevin Faughnder, the Chief Executive Officer, provided a comprehensive report on various initiatives and updates:	

Meeting Title:	Board of Trustees Meeting	Chairperson:	James Moreau
Date/Time:	April 17, 2024	Location:	Norton County Hospital

	<p>There is a lot of great work going on inside the hospital! Shared CHNA stats. Healthcare staffing, cost of healthcare and mental health made the top of the list. Highplains reached out to set up a collaboration.</p> <p>First one percent sales tax town hall is tomorrow. Have been doing a lot of outreach to address questions and concerns. Caitly Cox PT, and another PA signed contracts with us this month.</p> <p>Physician recruiting has made great progress, have been working on contracts. Doing a phone interview with the first applicant next week.</p> <p>County health fair on april 11th had record numbers! Reworked financials on the fair this year to help reduce cost on the hospital.</p> <p>CT scanner up and running. Reduces time and radiation by over half.</p> <p>Charli Enfield passed surprise state pharmacy inspection! PT department expanded with a collaboration with CCC.</p> <p>Property insurance policy almost doubled this year. The company we used no longer offered coverage. Went with the best local option we had.</p> <p>Make it bake it fake it event at hospital was fun and made a good amount of money for the employee Christmas party.</p>	
20.	Commissioner Report N/A	
21.	Board Member Reports Randa has been accepted onto the Foundation Board A big thank you to Jill Edget, Ron and Jenny for their time and commitment to the board over the last few years.	
22.	Other Business n/a	
23.	Adjourn	Meeting adjourned at 9:03 p.m.



Lee Jueneman, Secretary