

BOARD OF TRUSTEES  
**Regular Meeting Minutes**  
January 22, 2024

**Presiding Chairperson:** Harlan Holste, Chairman

**Secretary:** Rosalie Ross

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**Attendance:**

***Board Members present:***

Harlan Holste, Chairman  
Matt Wolters, Vice Chairman at 5:38pm.  
Mike Braxmeyer, Treasurer  
Rosalie Ross, Secretary  
Cedric Green  
Roger Philpott  
Phil Studer  
Dan Fields  
Mike Mulligan – via Teams

***Members absent:***

***Guests:***

Travis Liebl - Forvis

***Administrative Team Staff Present:***

Gina Eastin, Regional Analyst  
Bethany Merintzer, Controller  
Heather Prideaux, Regional CFO  
Ryan Marvin, Support Services Director  
Craig Loveless, CEO  
Amie Powell, Chief Operations Officer – via Teams  
Tina Whisnant, Risk Manager  
Suzanna Koel, Foundation Director  
Travis Daise, MD – CMO  
Megan Rippe, DON

***RCHC Staff Present:***

Bre McEwen, executive assistant

***Community Members Present:***

### **Call to Order:-**

- Board Chairman, Harlan Holste, called the meeting to order at 5:32 p.m.
- Recognition of Special Guests and Announcements: Travis Leibl with Forvis to present the Audit.
- Harlan Holste asked if there were any public comment:
  - None.
- Ms. Ross moved, and Mr. Studer seconded to approve the addition to the agenda. Motion carried 9-0.
  - Addition: Add 10b under Administrative Reports for approval of the Plaza siding quotes.
- Mr. Philpott moved, seconded by Mr. Studer to approve the agenda as amended. Motion carried 9-0.

### **Consent Agenda:**

- Minutes from the December 18, 2023, regular meeting presented for approval.
- Reminder of the next regular scheduled board meeting date of Monday, February 26, at 5:30 pm.
- Informational Items-Department Reports: (The following are reports which require no actions unless otherwise noted):
  - Clinic report
  - Radiology report
- Mr. Philpott moved, and Ms. Ross seconded to approve the Consent Agenda with the change of the next regular meeting date. Motion carried 9-0.

### **Board Committee**

- Finance Committee:
  - No comment as Travis will review the audit.
- By-Laws Committee:
- Building Committee:
  - Finalizing the floor plans with the architect and engineers. Found a few things that will have to be brought up to code with the additional space. New code in 2017 for utility power and generator power saying they are separated. Working on addressing needs and adhering to code brings the dollar amount up to \$16,000,000 for the project. Resubmitted final budget form to Forvis for the feasibility study.

### **Presentation:**

- Travis Leibl, CPA, with Forvis presented the 2024 Audit. Looking to receive a \$313,000 receivable from Medicare this year. RCHC took an advance on Medicare payments due to COVID a few years ago. As of June 2023, all payments have been recouped and are current with Medicare. No significant changes for this year. Operating expenses increased from last year, which is consistent across hospitals. Fiscal year 2024 will be a more normal year for financials as the COVID monies will no longer be seen. Travis pointed out Note 2 letting the board know that all funds held by local banks are safe. Even with the instability of banks across the U.S. Days of liquid cash on hand remains strong. Per Travis, there is nothing of concern. No comments or concerns from board.

### **Financials:**

- Days liquid cash on hand: 295
- Heather Prideaux presented the December 2023 financials.
- Reinvested some CD loans. Set up investment turnover with Farmers Bank and Trust to receive the most income without jeopardizing any. Anticipating a large amount from the county for the 2023 tax returns. Statistics were presented as graphs with trend-lines as handouts.

### **Medical Executive Report**

- The Medical Executive Committee Report with Credentialing was presented by Dr. Daise. No action required due to no re-appointments.
- Dr. Williams starts next week. Marketing put together a press release to be in the paper soon. He is with Docs Who Care and will be here consistently each Wednesday and Thursday until RCHC can get someone hired. Rosalie would like to schedule an interview with him to help introduce to the public.

### **Administrative Reports:**

- Tina Whisnant, RN, presented the 4<sup>th</sup> Quarter Risk Dashboards. Risk management is always about process improvement. Each quarter, the largest area of occurrences is reviewed to see where improvements can be made. Example given where two separate doses of the same med are housed right next to one another; that sets staff up for failure and causes occurrences. Process improvement moves these meds away from each other and decreases errors. Staff continues to work together to continuously improve within.
  - Mr. Ross moved to approve the Medical Executive Committee report and 4<sup>th</sup> Quarter Risk Report, seconded by Mr. Fields. Motion carried 9-0.
- Ryan Marvin discussed a quote for the new siding on the Plaza. Additional quote came in this morning. Looking for a ‘do not exceed’ motion today to get everything in line. WeatherCraft Roofing quote came in at \$287,000.00, second quote from a local company, Vaps Construction, came in at \$304,258.00. Both quotes have the same materials for the most part. This is just under 13,000sqft of siding for the entire building and all new trim with installation as well as removal. Siding itself is a 30 year, no fade guarantee, warrantee. Motion to not exceed \$305,000 and accept a bid that meets the needs of the project by Mr. Wolters, seconded by Mr. Mulligan. Motion carried 9-0.
  - Comment reiterating the fact that if it comes down to a small dollar amount, it’s worth it to keep it local.
- Motion to use The Square Deal as Rawlins County Health Center’s paper of record by Mr. Wolters, seconded by Mr. Mulligan. Motion carried 8-0. Ms. Ross abstains due to conflict.
- Motion to designate Farmers Bank and Trust, The Bank and Farmers State Bank as Rawlins County Health Center banks by Mr. Wolters, seconded by Mr. Mulligan. Motion carried 9-0.

**CEO Report:**

- Craig reviewed this month’s dashboards. Employee turnover report gives an annual rate of 14% turnover. Kansas rate is 19%, but still room for improvement. Unable to compare revenue per FTE to the state benchmark as calculations are a bit different.
- 2023 Strategic Plan summarized. Most of these subjects will roll over to year 3 of the plan. Feb 13<sup>th</sup> will be an off-site meeting for the administration team to go over the plan and prepare for 2024.

**Chairperson Report:**

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**Other New Business:**

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**Executive Session**

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**Adjournment:**

- There being no further business to come before the board, the meeting adjourned at 6:48pm.

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Rosalie Ross, Secretary

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Bre McEwen, Recording Secretary