

BOARD OF TRUSTEES
Regular Meeting Minutes
November 25, 2024

Presiding Chairperson: Harlan Holste, Chairman

Secretary: Rosalie Ross

Attendance:

Board Members present:

Harlan Holste, Chairman
Cedric Green at
Mike Braxmeyer, Treasurer
Phil Studer
Matt Wolters, Vice Chairman
Dan Fields

Members absent:

Roger Philpott
Mike Mulligan
Rosalie Ross, Secretary

Guests:

Sarah Kay, Program Manager for Rural Outreach,
Common Spirit

Administrative Team Staff Present:

Gina Eastin, Regional Analyst
Bethany Marintzer, Controller
Heather Prideaux, Regional CFO
Ryan Marvin, Support Services Director
Tina Whisnant, Risk Manager
Allison Mulch, CCO
Amie Powell, Chief Operations Officer
Travis Daise, MD
Gail Shepherd, HR Director
Jeanette Filpi, Interim CEO – via Teams
Stephanie Klinge, Clinical Coordinator – via Teams
Dawn Stasser, Quality Manger – via Teams
Suzanna Koel, Foundation Director
Jennifer Thompson, Community Educator

RCHC Staff Present:

Bre McEwen, Executive Assistant

Community Members Present:

Karen Fikan

Call to Order:

- Board Chairman, Harlan Holste, called the meeting to order at 5:32 p.m.
- Recognition of Special Guests and Announcements: Sarah Kay, Common Spirit and Karen Fiken.
- Mr. Wolters moved, and Ms. Fields seconded to approve the agenda as presented. Motion carried 6-0.

Public Comment:

- Harlan Holste asked if there were any public comment: None.

Consent Agenda:

- Minutes from the October 24, 2024, regular meeting presented for approval.
- Reminder of the next regular scheduled board meeting date of Monday, December 23, 2024, at 5:30 pm.
- Mr. Fields moved, and Mr. Wolters seconded to approve the Consent Agenda as presented. Motion carried 6-0.

Presentation

- Pulse Survey presented by Sarah Kay. This survey was taken in September. All employees were eligible to participate, had a 72% participation rate. This presentation will have 5 main areas of focus. GovernWell and New Measures ensure that this survey is 100% anonymous. RCHC is at a 65% engagement rate which is 8 percentage points lower than the original survey in March 2021 but holding steady to the last survey in January 2023. The Engagement Index scores are still sitting well. Yellows indicate neutral employees. Overall goal is to shrink the red, unsatisfied employees, over to the yellow group. Had four survey questions that scored an 80% or higher. There were five survey questions that scored a 60% or less, which leaves opportunities for improvement. Discussed the top 5 drivers being: feeling a sense of belonging *****. Results of the survey will be distributed to Senior Team then down to all employees. Will do another full survey in 2025.
 - Questions: none.
- Jennifer Thompson, Community Educator, presented on swing bed and her new role within the facilities. Primary focus is to get information out to the communities and how to best utilize what is offered. Swing bed, simplified, is a step down from acute care. Could be extra care for post-surgery patients, those needing IV therapy, or those who just need a bit more time as they're not ready to go home. All of this helps the patient go home or be ready for transfer. Admission is based on the hospital's ability to provide care. RCHC offers intermediate swing bed. This can help increase patient's independence. This is also an option for in-home care givers to admit a patient temporarily for any reason.
 - Questions: How does the hospital do PT, OT, ST on the weekends? Nursing staff does that they can do on the weekends until rehab staff comes back on Mondays. Patients are getting a version of rehab, but not the full treatment on the weekends.

Board Committee

- Finance Committee: Mr. Braxmeyer reports it was a good, positive month. Operating income was up from this time last year.
- By-Laws Committee:
- Building Committee: No major update. Still being patient at the USDA office.

SLT Department Updates

- Chief Operations Officer/Clinics – Amie Powell
 - Clinic numbers are trending upwards. Julie Juenemann, APRN coming on board has played a big role in this. Shayl's clinic behavioral health visits continue to increase. She started seeing students at the school. This partnership started last month, and she goes to the school 3 hours per week. Did 10 visits in October. Specialty clinic numbers are increasing month by month. Dr. Eddy and tele-med numbers have helped with a consistent increase. Rehab visits are steadily rising now.

- Chief Clinical Office – Allison Mulch
 - Radiology and lab numbers are up this month. Outpatient infusion and wound clinic are doing very well. Mr. Braxmeyer would like to see the wound clinic numbers broken out separately on the statistic sheet moving forward.
- Human Resources Director – Gail Shepherd
 - Have two new hires this month with a zero percent turnover. Still working on hiring strategies. Open benefits enrollment went on this month. Had multiple in person and online meetings available for employees. Donated over 350 items to the food drive. Per Mr. Fields – he is seeing an increase in paperwork / computer work in the rehab department. Would like to inquire about additional staff in that department or more of an admin assistant to help with paperwork.
- Support Services Director- Ryan Marvin
 - Finished up the CT injector project on the 18th. All is going well there. New Prairie Plaza sign is going up with the new siding. Working on a mass communication tool. Signed with Alert Media and had kick off meeting. This will send out emails, text, calls, etc. to all employees for times of inclement weather or other needs for communication.

Marketing

- Suzanna Koel gave an update on marketing. Boosted a PTA job ad for November. Year End Giving brochures were mailed out today. Giving Tuesday is on December 3rd. Will be starting a new project in December/January; need to update board members biographies as well and photos. Taighe to start reaching out about this. Reviewed Facebook trending posts. Job ads are performing the best right now. Spent \$55 to boost posts which brought in good results. Still putting out radio ads; this is paid at a monthly spot.

Financials

- Days liquid cash on hand: 282
- Heather Prideaux presented the October 2024 financials. Up 10% compared to last year on the month for gross patient revenue; up 20% year to date. Operating income of \$72,943 for the month. That is up 27% compared to October 2023 and up 56% year to date. Net income of \$100,757. Days in A/R decreased by 10 days compared to last year. Looking at 16% increase year to date for swing bed. Held an employee health fair as well as a company health fair which increased direct access lab numbers. Will bring the audit presentation next month.
 - Questions: Mr. Braxmeyer would like to know how much RCHC receives in interest each year on the investment accounts. Estimated to be \$380,000 from the CD accounts. Some of this is taken back off the cost reports. Interest earned in a funded depreciation account does not have to be given up with the cost report.
- Reviewed Days Cash on Hand graph and Operating Expense by Department graph.
- Average Daily Expense: \$27,585.36 for the month of October.

Medical Executive Report

- The Medical Executive Committee Report with credentialing was presented by Travis Daise, MD. Also included were the November policies and procedures / QAPI meeting minutes. Recommended 12 procedures for approval.
- The Committee recommends mentioned providers for approval. Motion to approve Medical Executive Committee Report with credentials and procedures by Mr. Wolters and Mr. Fields seconded. Motion carried 6-0.

Common Spirit Report

- None.

Administrative Reports:

- Allison Mulch, CCO, submitted a quote in the amount of \$12,200.00 for the Omnicell to integrate with Athena. The Omnicell is a medication dispensing machine. There is a patient safety issue that these two systems are not talking. A new Omnicell was purchased last year, this is just for everything to now communicate. Motion to approve the Omnicell quote for \$12,200.00 by Mr. Wolters, seconded by Mr. Fields. Motion carried 6-0.
- Tina Whisnant, RN, submitted the updates for the 2024 Risk Management Plan. The only update was adding Jeanette Filpe as Interim CEO. This plan is typically submitted once annually. The only other times for resubmission are for risk manager or CEO changes. Motion to approve 2024 Risk Management Plan changes by Mr. Wolters, seconded by Mr. Green. Motion carried 6-0.
- Tina Whisnant, RN, submitted the 3rd quarter risk stats. Total of 67 occurrences were reported. There was a high number of medication events. This does not mean that all reached the patients. Integration with the Omnicell will help with these events. Each occurrence is looked at by the department manager then down to the staff member involved. Most often, it's a process improvement that is needed. There was a risk survey done on Halloween. This is the first survey since 2012. The current system currently reporting occurrences, SQSS, is not ideal. Will be moving to a new system, QDC, that the risk surveyors can better utilize. This comes free through KHA. Risk is never about pointing fingers at any one individual, but about process improvements. No action required.

Interim CEO Report:

- CEO recruitment update: initial screenings have been completed. Josh has given a list of 5 candidates to the boards. One has pulled out, so there are 4 interviews scheduled this week. Once the board committee is finished, two candidates will be brought on site for next round of interviews.
- Waiting for 1 interview with Harry Henderson. Should have a report back soon on federal money opportunities.
- Board governance manual should be ready for the December board meeting.

Chairperson Report:

- None.

Other New Business:

- None.

Executive Session

- Mr. Wolters moved to enter into executive session for the preliminary discussion of the acquisition of real estate property K.S.A. 75-4219(b)(6) with the board and senior leadership team for 30 minutes at 6:50pm, seconded by Mr. Fields. Motion carried 6-0.
- Reconvened into open session at 7:20pm.
- Mr. Wolters moved to extend the executive session for 10 minutes, seconded by Mr. Fields. Motion carried 6-0.
- Reconvened into open session at 7:30pm.
- Motion to approve RCHC to request purchase of real estate through RCHC Foundation as presented in executive session by Mr. Fields, seconded by Mr. Wolters. Motion carried 6-0.

Adjournment:

- There being no further business to come before the board, the meeting adjourned at 7:41pm

Rosalie Ross, Secretary

Bre McEwen, Recording Secretary