

BOARD OF TRUSTEES  
**Regular Meeting Minutes**

January 27, 2025

**Presiding Chairperson:** Harlan Holste, Chairman

**Secretary:** Rosalie Ross

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**Attendance:**

***Board Members present:***

Harlan Holste, Chairman  
Cedric Green  
Matt Wolters, Vice Chairman  
Dan Fields  
Rosalie Ross, Secretary  
Karen Fikan  
Dr. Tamara Robbins

***Members absent:***

***Guests:***

***Administrative Team Staff***

***Present:***

Gina Eastin, Regional Analyst – via  
teams  
Bethany Marintzer, Controller  
Heather Prideaux, Regional CFO  
Ryan Marvin, Support Services  
Director  
Tina Whisnant, Risk Manager  
Amie Powell, Chief Operations  
Officer – via Teams  
Travis Daise, MD  
Gail Shepherd, HR Director  
Suzanna Koel, Foundation Director  
– via Teams  
Jennifer Thompson, Community  
Educator  
Jeanette Filpi, Interim CEO  
Stephanie Klinge, Clinic  
Coordinator  
Josh Neff, VP of Rural Outreach,  
Common Spirit – Teams at 6:55

***RCHC Staff Present:***  
Bre McEwen, Executive Assistant

***Community Members Present:***

**Call to Order:**

- Board Chairman, Harlan Holste, called the meeting to order at 5:30 p.m.
- Recognition of Special Guests and Announcements: Board members received thank you letters from Lucretia Stargell, CEO Candidate. She was offered the position and tentatively accepted pending background check. Tentative start date of February 24<sup>th</sup>. Tom Carrell
- Mr. Wolters moved, and Mr. Green seconded to approve the agenda as submitted. Motion carried 6-0.
  - Discussion:

**Public Comment:**

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

**Consent Agenda:**

- Minutes from the December 23, 2024, regular meeting presented for approval.
- Minutes from the January 7, 2025, special meeting presented for approval.
- Minutes from the January 9, 2025, special meeting presented for approval.
- Minutes from the January 23, 2025, special meeting presented for approval.
- Reminder of the next regular scheduled board meeting date of Monday, February 24, 2025, at 5:30 pm.
- Mr. Wolters moved, and Ms. Ross seconded, to approve the Consent Agenda as submitted. Motion carried 6-0.

**Presentation**

- Jennifer Thompson, Community Educator, presented on cardiac wellness. February starts heart month. Cardiac wellness is a supervised progressive exercise plan. Cardiac Wellness staff generally put together a plan for a patient with the input from medical staff as needed. Some benefits of this program include decreased heart rate, increased oxygen, improved blood pressure, and many more. This is an affordable program for patients. Running at \$25 for two days a week or \$35 for three days a week per month.
  - Questions:

**Board Committee**

- Finance Committee: No meeting held.
- By-Laws Committee:
- Building Committee: Still waiting to hear back from USDA office. Would like to see an update at the next meeting.

**SLT Department Updates**

- Chief Operations Officer/Clinics – Amie Powell
  - Trend line in a positive direction for the year. Provider visit breakdown provided in packet. Julie’s visit numbers are picking up as well. EAP numbers are decreasing in house but picking up for the schools. Had to utilize locum coverage this last month to cover while Julie took time off. Specialty clinic continues on an upward trend. Positive trend line in physical therapy.

- ☐ Chief Clinical Office – Allison Mulch
  - Seeing an increase in x-ray and EKGs. ER numbers are up and receiving referrals from the clinic. Inpatient numbers are also up. Swing bed numbers are a big part of this. Outpatient therapy has continued to grow over the year. This is a real asset for the facility, having a dedicated nurse to take care of these. (report given by Tina Whisnant in Allison Mulch’s absence)
- ☐ Human Resources Director – Gail Shepherd
  - Have 64 full-time employee. Held a low turnover rate still. Reviewed list of open positions. Highest needed on the list right now is the second shift nursing. Employees received \$50 credit to either purchase from the Scrub Truck or the RCHC apparel website. Will be participating again in the Nex-Generation Internship program.
- ☐ Support Services Director- Ryan Marvin
  - Air handler unit went down in the cold spell. Working on getting the parts replaced. This will be a large expense coming through. The purchase of 903 Logan has been finalized. Will review the resolution later on.

**Marketing**

- ☐ Suzanna Koel gave an update on marketing. Partnership grant received for \$37,000. RCHC shared the Currier Drug Facebook post to show support. Will start up the ‘We Do That Wednesday’ posts on social media. Still start to spotlight board members in February. Reviewing Facebook posts points out the results of boosting posts. This helps get our things out there for more to see.
- ☐ May will be RCHC’s 75<sup>th</sup> anniversary. There is an internal committee coming together to decide how to celebrate. There is a logo competition going on in the community. Deadline of February 17<sup>th</sup>.

**Financials**

- ☐ Days liquid cash on hand: 267
- ☐ Heather Prideaux presented the December 2024 financials. Gross patient revenue for the month of December is 42% higher than last year. Received cost report settlement. Net revenue for the month of \$1,080,000, total operating income of \$142,000, and net income of \$129,900. Have a 70% increase in surgeries year-to-date over last year. New column added to compare last year’s numbers to this year’s projected numbers and the variance. Looking well compared to budget and prior year so far.
  - Questions: Would like to see a shorter timeline on the Days Cash on Hand Graph. Going back 7 years skews the view. Would like to see maybe 2 or 3 years back.
- ☐ Reviewed Days Cash on Hand graph and Revenue vs. Cash Collections graph.
- ☐ Average Daily Expense: \$28,004 for the month of December.

**Medical Executive Report**

- ☐ The Medical Executive Committee Report with credentialing was presented by Travis Daise, MD. Also included were the January policies and procedures / QAPI meeting minutes. Recommended 7 procedures for approval. Always continuing to look at specialty provider options and new service lines.
- ☐ 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:**

[?] Ryan Marvin submitted a resolution for Rawlins County Health Center to lease property at 903 Logan St from the Rawlins County Health Center Foundation. Foundation closed on the property today. RCHC attorney suggested this resolution of intent to lease the property. Would not want this property to sit empty. Looking at opening it to the public with the stipulation that should the hospital need the property, tenant would have 30-60 days to vacate. Still working on the language for this. Need a motion to approve the agreed upon amount;\$3,000. Lease to be brought back next month for approval. Motion to approve the resolution as submitted to move forward with the intent to lease by Mr. Wolters, seconded by Mr. Green. Motion carried 5-0 (Ms. Robbins abstained vote)

[?] Tina Whisnant presented the 2025 Infection Prevention and Control Plan. There are no major updates. Just need annual approval. Motion to approve the 2025 Infection Prevention and Control Plan as submitted by Mr. Wolters, seconded by Ms. Robbins. Motion carried 6-0.

[?] Tina Whisnant, RN, submitted the 2025 Risk Management Plan for review and approval. RCHC went through survey on Halloween. Only had to update some language to be within compliance. Motion to approve the 2025 Risk Management Plan as submitted by Mr. Wolters, seconded by Mr. Fields. Motion carried 6-0.

**Interim CEO Report:**

[?] Will have a handoff period with the new CEO after arrival.

[?] Governance manual pages have been updated and handed out for packets handed out in December.

[?] Working with the admin team since the Pulse Survey showing the need for better inter-departmental communication. Monthly meetings are held, and everyone is expected to have an update. Next priority topic is ‘wanting to feel valued at work’. Discussed at the last meeting and asked to go back to departments and ask staff what makes them feel valued. Will have a full survey for staff in May. Excited to see if there is a change in responses in the things being worked on.

[?] Still looking into grants and funding. Marketing / foundation has done a wonderful job in looking at what’s local. Looking larger at federal funding. This process has been put on hold a bit with all the changes within the government. Will continue to watch to see where funding is allocated. If a lot of funds are cut, there is the chance that there won’t be much in the space for rural areas. Still to come. Harry with Anchor Consulting is still on board, but okay to hold. Not paying a monthly retainer but will keep in touch. If there are big cuts in the Medicare/Medicaid budget it would affect rural healthcare immensely. Atwood has great community support and allows us to sit in a great position.

[?] Looking at board education in March. Would like to see a combined meeting with Goodland and Atwood’s boards.

**Chairperson Report:**

[?] Election of officers. These are two year terms.

- Chair – Mr. Wolters moves to nominate Harlan Holste to continue serving as chair of the board, seconded by Mr. Green. Motion carried 6-0.
- Vice Chair – Mr. Fiends moves to nominate Matt Wolter to continue serving as vice-chair of the board, seconded by Mr. Fields. Motion carried 5-0.

- Treasures – Mr. Wolters moves to nominate Karen Fikan to serve as the treasurer of the board, seconded by Ms. Ross. Motion carried 5-0.
- Secretary – Mr. Wolters moves to nominate Rosalie Ross to continue to serve as the secretary of the board, seconded by Ms. Fikan. Motion carried 5-0.
- ☐ Finance Committee – Need to appoint 3 members of the board to sit on the finance committee. Dr. Tamara Robbins, Cedric Green, and Karen Fikan all volunteer to be on the finance committee.
- ☐ Official newspaper: Mr. Wolters moves to keep Rawlins County Square Deal as the official newspapers of Rawlins County Health Center, second by Mr. Fields. Motion carried 5-0 (Ms. Ross abstained)
- ☐ Foundation Board members: Bylaws state that the hospital board can nominate two members to sit on the foundation board. This helps with communication with the boards. Meetings are held on the 3rd Thursday at 9am, available to attend via Teams as well. Karen Fikan volunteers to sit on the Foundation board along with Harlan Holste. Mr. Robbins moves to appoint Ms. Fikand and Mr. Holtse to sit on the Foundation Board, seconded by Mr. Fields. Motion carried 5-0.
- ☐ Official Banks: Mr. Wolters moved to designate all three Atwood banks and the officials banks of Rawlins County health Center, seconded by Ms. Fikan. Motion carried 6-0.
- ☐ Received an official letter from Roger Philpotts family resigning him from the Rawlins County Board. This is opportunity to discuss moving down to a 7-member board. After much research, this is not a simple move. We would have to bring a petition of 5% of the voters to the ballet. Keeping a 9-member board, commissioners have the option to keep the recommended people from the board to hold the term. Josh Neff reached out to an attorney, waiting to hear back on official rules to reduce the number of seats. Discussion amongst the board of the perks of lowering to a 7-member board including it being easier to find 7 people instead of 9.

**Other New Business:**

- ☐ None.

**Executive Session**

- ☐ Non-elected personnel for 20 minutes Mr. Fields, seconded by Mr. Fikan with the board, Josh, and Jeanette.

**Adjournment:**

- ☐ There being no further business to come before the board, the meeting adjourned at 6:42pm

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Rosalie Ross, Secretary

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Bre McEwen, Recording Secretary