

Minutes

BOARD MEMBERS PRESENT

Lori Penner
Terri Parry
Jeff Yarrow
Richard Cott
Sandy Fox

OTHER PERSONS PRESENT

Austin Gillard, CEO
Joel Mason, Attorney
Tanner Wealand, CFO
Mary Jensen, Recording Secretary
Jessica Badsky, DON
Norah Gilbert, Social Services
Trisha Finkbiner, Case Manager

CALL TO ORDER

Lori Penner called the meeting to order at 8:01 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the board minutes of September 30, 2019. Motion made by Richard Cott, seconded by Terri Parry, to approve the board minutes of September 30, 2019 as presented. Motion carried 4-0.

AGENDA REVIEW

Nothing to Add

OLD BUSINESS

- a. Sewer Line – Austin met with Jimmy Thatcher and Kent Hessling to discuss the concern of the board regarding our residential neighbor's sewer issues. The City now uses a chemical treatment once a month to clear the lines and CCMC has Ron's Plumbing pump out our sewer trap once a month. They do not believe CCMC caused the sewer backup due to the City's new preventative maintenance of sewer lines, and CCMC's monthly sewer trap agreement with Ron's Plumbing.
- b. Medicare Reimbursable – Tanner has engaged Wendling Noe Nelson & Johnson (WNNJ) to prepare a Medicare cost report estimate as of August 31, 2019. This estimate should be completed at the end of October. As part of the engagement, WNNJ will provide cost report workpapers that can be utilized by CCMC to develop a more accurate cost report estimate.
- c. West Parking Lot – The board asked Austin to submit the drawings to KDOT.

NEW BUSINESS – DEPARTMENT REPORTS

Norah Gilbert, Social Services

Norah gave a summary of her job responsibilities at CCMC. Norah went over items developed during her tenure at CCMC. Items included the PFAC, community resource folder for staff, the CCMC Emergency Fund, Human Trafficking Training, and Social Services at CCFP. A community need is medication management for mental health patients. Norah left the meeting at 8:19 p.m.

Trisha Finkbiner, Case Manager

Trisha gave a summary of her job responsibilities as Case Manager, Discharge Planner, and Swing Bed Coordinator. She looks at all inpatient criteria and helps navigate that information for both the patient, insurance company, and the medical providers. The Swing Bed program is our rehabilitative care program that is utilized by patients that have had a 3-day acute care hospital stay. The goal is to implement a plan of care for the health and wellness of the patient. Trisha's goal is to educate all staff, patients, and families about the our swing bed program at CCMC.

Jessica presented our quality data through August. The patient admissions folder has been updated with the addition of a discharge preparation checklist for nursing staff. We have also developed a medication card for patients to help keep track of their medications. Mandatory nursing in-service meetings will be held this week on Patient Education. Jessica and Trisha left the meeting at 8:47 p.m.

Midland & Bad Debt Accounts

IMD continues accounts receivable cleanup efforts for CCMC. As of October 2019, we have seen a reduction of 500 accounts greater than 90 days, and \$156,098 reduction in accounts receivable compared to the baseline in July 2019. Currently, there are accounts from Midland that did not make it to our collection agency in 2017 and 2018. We have requested Midland send the dates returned to CCMC to help establish process improvement to ensure accounts are turned to Midwest Service Bureau (MSB) in a timely manner. MSB is beginning to return old accounts to CCMC that will be part of a Medicare bad debt write-off project.

AUSTIN GILLARD, CEO

- a. Clyde Clinic – We are in the process of finalizing the fixtures, furniture, and equipment.
- b. General Update
 - The Rural Health Symposium is November 21 in Wichita. If interested in attending, let Austin know and he will register board members.
 - The landscape beds by the east entrance have been landscaped by our engineering staff with rock and new plants. They also completed the landscape beds outside of the wellness center.
 - Austin would like for CCMC to have a better partnership with the County Health Department. He is going to meet with Dana Rickley to discuss ideas.
 - Department Pumpkin Decorating Contest is going on. Departments have done an amazing job of decorating their pumpkins. They are displayed in the front lobby. After the meeting, the board members went down to the lobby to view the pumpkins.
 - Meadowlark Hospice has teamed up with We Honor Veterans and will celebrate Veterans on Sunday, November 10th at the Clay Center Community High School Auditorium.
 - Cerner will be at CCMC on Wednesday to meet with department managers and medical providers.
 - Our first Ladies Night Out event was a success, even with the rain and tornado warning.
 - Chief Medical Officer – reviewing applicants and will interview in November or December.
 - McGee Roofing and the manufacturing rep came and walked the CCMC and CCFP roof with Steve Gurney. The wrong product was used in some areas and will be recoated.

The meeting adjourned at 9:32 p.m.

The next board meeting will be on Monday, October 28 at 8:00 p.m. in the board room.

Minutes recorded by Mary Jensen