Minutes

BOARD MEMBERS PRESENT
Lori Penner
Sandy Fox
Jeff Yarrow
Richard Cott
Terri Parry

OTHER PERSONS PRESENT
Austin Gillard, CEO
Joel Mason, Attorney
Tanner Wealand, CFO
Mary Jensen, Recording Secretary
Rita Tiemeyer, Environmental Services Director
Danielle Coleman, HIM Director
Amy Burr, Meadowlark Hospice Director
Ashton Kobbeman, QA/RM
Jessica Badsky, DON

CALL TO ORDER

Lori Penner called the meeting to order at 7:04 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the board minutes of December 9, 2019. Motion made by Richard Cott, seconded by Jeff Yarrow, to approve the board minutes of December 9, 2019 as presented. Motion carried 4-0.

AGENDA REVIEW

Nothing to add.

OLD BUSINESS

No old business

CASH RECEIPTS & DISBURSEMENTS AND FINANCIALS SEPTEMBER 2019

Tanner Wealand, CFO, presented the Cash Receipts & Disbursements and the Financials for November 2019. After discussion, motion made by Terri Parry, seconded by Richard Cott, to approve the Cash Receipts & Disbursements and the Financials including cash outlay for November 2019 as presented. Motion carried 4-0.

IMD ACCOUNTS RECEIVABLE UPDATE – TANNER WEALAND, CFO

IMD continues the accounts receivable cleanup efforts for CCMC. As of December 30, 2019, there has been a reduction of 858 accounts greater than 90 days and a $404,000 reduction in accounts receivable compared to the baseline in July 2019. IMD processed approximately 3,200 accounts in 2019 that were returned from The Midland Group, but never sent to Midwest Service Bureau. IMD will write-off these accounts in January or February 2020.

BAD DEBT PROJECT UPDATE – TANNER WEALAND, CFO

IMD processed all accounts returned from Midwest Service Bureau (MSB) in December 2019 and will post to NextGen Financials in January or February 2020. Due to the number of Medicare bad debt accounts at MSB, this project will reduce the 2019 Medicare Cost Report payable by approximately $74,000.

BUDGET 2020 – TANNER WEALAND, CFO

Tanner presented the 2020 budget. After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the 2020 Budget as presented. Motion carried 4-0.

NEW BUSINESS – DEPARTMENT REPORTS

Rita Tiemeyer, Environmental Services Director

Rita is the new Environmental Services Director as of October 22, 2019. The department is staffed with fifteen employees and has three positions open at this time. Rita's QA is to steam clean curtains in patient rooms, ER, and the surgical center. This will be done monthly or as needed. They also use an APT machine to check for germs. Rita will revisit the QA in three months to see how it is working. Rita left the meeting at 7:10 p.m.

Danielle Coleman, HIM Director
Danielle gave an update on her staff and stated that she has a part-time resource clerk position open. The current clerk will work Mondays and Thursdays until the position is filled. Danielle has weekly department meetings and one-on-one meetings with staff on Thursdays. One of HIM's ongoing QAs is monitoring deficiency list errors, the average number of errors is down to about four a month. Their new QA is tracking accounts where the provider attached to a lab is incorrect. The goal of this QA is to work with Registration to determine how these errors are being made and to prevent them. Danielle's department goals for 2020 are to clean up and retain records on and off site, staff development, and more HIPAA education. Danielle left the meeting at 7:17 p.m.

Amy Burr, RN, Meadowlark Hospice Director
Amy presented the 2019 4th quarter QAPI data, CAHPS Hospice Report, and the 2020 QAPI Data Collection Plan for approval. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve the 2020 QAPI Data Collection Plan as presented. Motion carried 4-0. Amy left the meeting at 7:36 p.m.

QUALITY & HCAHPS PRESENTATION

Ashton Kobbeman – Quality & Risk
Ashton went over the Press Ganey HCAHPS summary report from September 2019 - November 2019, Inpatient and ER report question analysis report and Inpatient and ER feedback. She also went over the Emergency Department Transfer Communication required measures tracked through Medicare Beneficiary Quality Improvement Project. The Board stated they are appreciative to all staff for improving the CCMC scores.

NURSING

Jessica Badsky, RN, DON
Jessica reported that as of tonight, the nursing department is fully staffed. Ann Chege is a new RN from Africa. Staff are working on cross-training in different areas to gain experience. There is a mandatory nursing inservice on January 16th. Respiratory Therapy will be presenting the program. Kendell Varner and Abby Lund will be presenting at upcoming inservices. Jessica stated that staff on Friday night did an amazing job with an infant that could not be shipped out due to weather. The Board wants all staff to know that they appreciate the job they did over the weekend. Nursing staff is doing better with rounding with providers. Ashton and Jessica left the meeting at 8:07 p.m.

CREDENTIALING FILES – REVIEW & APPROVAL

The Board discussed the credentialing files reappointments recommended by Medical Staff for the following:

Allied
Holly Brannen, APRN/NP - Cardiology, Reappointment
Shauna Spurling, PA - Emergency Services, Initial Appointment

Courtesy
Michael Frederiksen, DPM - Podiatry, Reappointment
Alan Helmbold, DO - Cardiology, Reappointment
Eric Purdom, DO - Otolaryngology, Reappointment
Steven Seals, MD - Cardiology, Reappointment

Medical Staff
Allison Haynes, MD - Family Medicine, Initial Appointment

After discussion, motion made by Terri Parry, seconded by Jeff Yarrow, to approve all the appointments listed above. Motion carried 4-0.

AUSTIN GILLARD, CEO

a. Wound Care Agreement – Austin successfully renegotiated the rates for 2020 and the current rate structure will remain in effect for the agreement term.
b. Orthopedic Agreement – The agreement has been restructured, but they will continue to do procedures at CCMC.

c. Radiology Plans – They will be sent to the State for approval and then we will move forward with the remodel.
d. Patient Visit Stats – The Board reviewed YTD patient visits to Clay Center, Clyde, and Linn.
e. Clyde Family Physicians Update – Austin is going to Clyde on Wednesday to go through the punch list with Brandon Gibson. Open House is planned for January 31st they will start seeing patients on February 10th.
f. Cerner Agreement – The agreement was emailed to the Board to review. Austin negotiated the agreement. The fees are fixed for 7 years. The system will take a year to build. Cerner will be onsite around May 2020 and the plan is to go live May 2021. After discussion, motion made by Richard Cott, seconded by Terri Parry, to approve the Cerner agreement and to authorize Austin Gillard to sign the agreement. Motion carried 4-0.
g. 2020 Goals – Austin asked department managers to send him three-five department goals for 2020. The Board looked over the goals. Austin will meet with managers on Thursday. They will each present their goals and explain their goals in detail, and how they progress CCMC.
h. General Update - Gov. Laura Kelly and Sen. Jim Denning have reached an agreement on a Medicaid (KanCare) expansion plan. The plan allows for expansion up to 138% of the federal poverty level beginning January 1, 2021. More details to come.

The next board meeting will be on Monday, January 27, 2020 at 7:00 p.m. in the board room.

The meeting adjourned at 10:03 p.m.

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Minutes recorded by Mary Jensen