

Minutes

BOARD MEMBERS PRESENT

Lori Penner
Jeff Yarrow
Richard Cott
Sandy Fox
Terri Parry

OTHER PERSONS PRESENT

Austin Gillard, CEO
Erin Kurtz, CFO
Dr. John Kelley, CMO
Cindy Rush, HR
Joel Mason, Attorney

Dr. Lohrmeyer
Dr. Koerner
Dr. Penner
Dr. Larson

CALL TO ORDER

Lori Penner called the meeting to order at 8:00 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the board minutes from April 10, 2023. Motion made by Terri Parry, seconded by Richard Cott, to approve the board minutes from the April 10, 2023 board meeting. Motion carried 4-0.

AGENDA REVIEW

Add: Request for Discussion

OLD BUSINESS

Nothing to add

ERIN KURTZ, CFO

- a. Cash Receipts & Disbursements for March 2023
Erin Kurtz presented the Cash Receipts and Disbursements for March 2023.
- b. Financial Review for March 2023
Erin Kurtz presented the Financials for March 2023. After discussion, motion made by Richard Cott, seconded by Jeff Yarrow, to approve the Cash Receipts & Disbursements and Financials for March 2023 as presented. Motion carried 4-0.
- c. The Midland Group
Erin Kurtz reviewed a performance report from The Midland Group. Over the last 12 months, we have helped 3,396 patients setup an interest free payment plan, qualified 80 patients for Medicaid, and completed 154 financial assistance applications.
- d. Financial KPIs (key performance indicators)
Erin Kurtz presented our financial KPIs (key performance indicators). Over the last six months, coding, billing, and our accounts receivable continue to improve. Erin thanked our entire revenue cycle team for their commitment to getting items coded and billed in a very timely manner.

NEW BUSINESS

- a. NuStep
Austin Gillard presented a quote for two new T6 NuStep machines to be used by our physical therapy department and wellness center members. The quote for two new T6 NuSteps is \$13,683, which includes shipping and the retirement of two NuSteps that are 10 years old. After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve the purchase of two new T6 NuSteps as presented for \$13,683. Motion carried 4-0.
- b. Cerner Work Queue Management
Austin Gillard presented a quote for Cerner Work Queue Management. This will enable CCMC to

streamline the posting of faxed images into the EHR, route documents to clinic or department queues for processing by the appropriate personnel, and fax documents that require clarification back to originator for follow-up. Medicare Providers will also have the capability of signing documents electronically. There is a onetime implementation fee of \$41,175 and ongoing monthly fees of \$564. Expected savings in paper and labor would be a little over \$30,000 a year. After discussion, motion made by Richard Cott, seconded by Jeff Yarrow, to approve the quote for Cerner Work Queue Management for a cost of a onetime implementation fee of \$41,175 and ongoing monthly fees of \$564. Motion carried 4-0.

c. Credentialing

The board reviewed the credentialing files recommended by Medical Staff for the following:

Active

Eric Anderson MD -Family Medicine - Reappointment

Elizabeth Koerner MD - Family Medicine – Reappointment

Courtesy

Mark Gros MD - Obstetrics/Gynecology - Reappointment

Jaime Barbarena MD - Cardiology Reappointment

James McAtee MD - Orthopaedic Surgery - Reappointment

Priyantha Ranaweera MD - Cardiology - Reappointment

Nilay Patel MD - Cardiology - Reappointment

Seshu Rao MD - Cardiology – Reappointment

CRNA

Elijah Vincent, CRNA - Reappointment

Vikki Gambrell, CRNA - Initial

After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the credentialing files recommended by Medical Staff as presented. Motion carried 4-0.

d. Request for Discussion

Dr. Lohrmeyer, Dr. Koerner, Dr. Penner, and Dr. Larson would like to discuss a recent employee. Presentations were made by Dr. Lohrmeyer and Dr. Koerner regarding this subject. For legal and privacy reasons, the board cannot discuss the details.

AUSTIN GILLARD, CEO

a. Balanced Scorecard

Austin Gillard reviewed our 2022 and 2023 balanced scorecard. HCAHPS scores continue to improve, open positions are the lowest they have been in 24 months, patient volumes are increasing to pre-pandemic numbers, barcode scanning is improving, and we are maintaining excellent nurse to patient ratios.

b. Remote Penetration Test Assessment

CCMC will be undergoing a Remote Penetration Test Assessment by The Cybersecurity and Infrastructure Security Agency (CISA), an agency of the United States Department of Homeland Security (DHS) that is responsible for strengthening cybersecurity and infrastructure protection. CISA will be searching for vulnerabilities in our IT network.

c. Hospital Week

Hospital Week is May 7-13. We are planning the following for team members: Monday: Donut what we would do without you: Enjoy coffee and donuts between 7-9am in the dining room; Tuesday: NACHO average team: Chips Salsa and Queso from El Puerto; Wednesday: BAR NONE, YOU'RE THE BEST – to go along with "Wellness Wednesday" FREE SALAD BAR for team members; Thursday: Grillin' For Our Peeps – Hamburgers and Hotdogs grilled by our board of directors, beans and chips provided as well; Friday: You're the Sweetest: A Candy Buffet All Day!

d. General Update

- Our HVAC outage was caused by the battery backups being turned off. We do not know when or how this could have happened. We are working with Siemens for further investigation.
- The west parking lot sidewalk has been completed. Team members have appreciated this new access.
- Diamond Roofing is still onsite completing the radiology, east hall, and north hall roof.
- The daycare home had a large tree branch damage a back gutter section and parts of the new fence. All repairs will be completed this week. The large tree branch was removed last week.
- We are exploring at EV charging station. A few of our patients and medical specialists have asked that we look into this.

- We are reviewing laser options with Danielle Rothfuss and Austin Gydesen for our laser hair removal on all skin types, cherry angiomas, fine lines and wrinkles, active acne, scars, superficial vascular, rosacea, and pigmentation.
 - We celebrated our volunteers at CCMC and Meadowlark Hospice last week. Both events were well attended and a joyful experience.
- e. Executive Session
- Motion made by Terri Parry, seconded by Jeff Yarrow, for the board to enter executive session for a period of 15 minutes, from 9:45 p.m. to 10:00 p.m. in order to discuss **negotiations with outside providers**, *which includes data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships, as permitted under K.S.A. 75-4319(5).*

The meeting adjourned at 10:00 p.m.

Minutes recorded by Austin M. Gillard