CLAY COUNTY
MEDICAL CENTER
Our Family. Caring for Yours.

Board of Trustees
October 30, 2023
8:00 P.M.
Education Centers 1 & 2

Minutes

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

OTHER PERSONS PRESENT
Austin Gillard, CEO
Erin Kurtz, CFO
Cindy Rush, HR
Chris Wolf, IT

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 October 9, 2023. Motion made by Richard Cott, seconded by Terri Parry, to approve the board minutes from the October 9, 2023 board meeting. Motion carried 3-0.

AGENDA REVIEW

Nothing to add

OLD BUSINESS

Nothing to add

ERIN KURTZ, CFO

a. Cash Receipts & Disbursements for September 2023
   Erin Kurtz presented the Cash Receipts and Disbursements for September 2023.
b. Financial Review for September 2023
   Erin Kurtz presented the Financials for September 2023. After discussion, motion made by Jeff Yarrow, seconded by Richard Cott, to approve the Cash Receipts & Disbursements and Financials for September 2023 as presented. Motion carried 4-0.

NEW BUSINESS

a. IT Update
   Chris Wolf gave an update of the IT Department in terms of security, projects, and immediate and future hardware/software needs. We have several hardware needs left in 2023, but might move these expenses to 2024. Hardware is related to our Server Domain Controllers, Cameras, Desktops Computers, and Laptop Computers. In 2024, we will need to move to Microsoft 365 and we estimate this expense to be over $115,000 a year. Our OB hardware/software will also need replaced and will cost over $150,000. In total, here are the estimated expenses: 2023 Hardware/Software $128,450; 2024 Hardware/Software $404,000; Projects to include with CCFP Expansion $39,000; 2024 Additional Projects $108,000; and Medical Device Swapout $240,000.
b. Employee Benefits
   Cindy Rush presented an overview of our health insurance plan, dental plan, vision plan, and other various benefits. In 2024, we will be moving to Cigna for our health insurance network. After team member feedback, we felt Providers Care was no longer meeting the needs of our team members. We are staying with the same dental, vision, and prescription plan. We will be moving to The Hartford for life insurance, disability, accident, and cancer. We are requesting that we keep rates the same on the health insurance premium for team members and increase the dental rate by three percent. After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the change in employee benefits by leaving the health insurance rates the same and increasing the dental premium by three percent. Motion carried 4-0.

c. VersaBadge for Emergency Room
Austin Gillard presented a VersaBadge overview to the board. For Critical Access Hospitals, cost-based reimbursement is essential for financial sustainability. In order to obtain accurate reimbursement from CMS, the cost report needs to reflect appropriate cost allocations and time studies need to be performed to substantiate cost allocations. VersaBadge is an automated time study solution for our ER medical providers to more accurately report Part A standby time. The annual cost of the system will be $39,000 a year and we expect over a $100,000 increase in CMS Part-A time reimbursement. After discussion, motion made by Terri Parry, seconded by Sandy Fox, to approve the VersaBadge hardware and software for $39,000 a year. Motion carried 4-0.

d. Post-Offer Drug & Alcohol Abuse Policy
Cindy Rush presented a new Post-Offer Drug & Alcohol Abuse Policy that will apply to new hires. An updated Drug Diversion Policy will go to our Medical Staff in November for approval, and then come to the board for approval. The Drug Diversion Policy includes current employees from all departments, the Post-Offer Drug & Alcohol Abuse Policy outlines our testing protocols in the hiring process at CCMC. After discussion, motion made by Richard Cott, seconded by Jeff Yarrow, to approve the Post-Offer Drug & Alcohol Abuse Policy. Motion carried 4-0.

e. Code of Conduct Policy
Austin Gillard presented an update Code of Conduct Policy. A few verbiage changes were made along with adding in CCMC expects its personnel to obey all state, federal, and local environmental and workplace safe laws, regulations, and rules, including those promulgated by the Environmental Protection Agency (EPA), Kansas Department of Labor's Industrial Safety and Health Division (ISH) and guidance from the Occupational Safety and Health Administration (OSHA). After discussion, motion made by Richard Cott, seconded by Jeff Yarrow, to approve the updated Code of Conduct Policy. Motion carried 4-0.

f. Wellness Center Pricing
Austin Gillard updated the board that we will be moving the Wellness Center pricing from $10 a month to $15 a month. The equipment is getting older and we will need to start updating items in the next few years. The current membership price currently just covers our operating expense.

g. Credentialing
The board reviewed the credentialing files recommended by the Medical Executive Committee on October 17, 2023 for the following:
<u>Active</u>
David Larson, MD – Family Medicine – Reappointment
Timothy Penner, MD – Family Medicine – Reappointment
Allie Lohrmeyer, MD – Family Medicine – Reappointment
<u>Courtesy</u>
David Battin, MD – Cardiology – Reappointment
James Birkbeck, MD – Cardiology – Reappointment
Taylor Epp, OD – Optometry – Reappointment
James Hurtig, MD – Cardiology – Reappointment
Patrik Leonard, MD – Radiology – Reappointment
William Witt, MD – Ophthalmology – Reappointment
Nikhil Mehta, MD -- Cardiology – Initial Appointment
Muhammad Puri, MD – Tele Psychiatry – Initial Appointment
Amanda Bennett, DO – Tele Psychiatry – Initial Appointment
Marcie Shea, MD – Tele Psychiatry – Initial Appointment
Prema Sanne, MD – Tele Psychiatry – Initial Appointment
<u>Allied Health</u>
Audra Walter, APRN – Reappointment
Teresa Pearson, APRN – Reappointment
After discussion, motion made by Sandy Fox, seconded by Terri Parry, to approve the credentialing files recommended by the Medical Executive Committee as presented. Motion carried 4-0.

<u>AUSTIN GILLARD, CEO</u>

a. Balanced Scorecard
Austin Gillard reviewed our balanced scorecard from 2023 to 2022. Our 2023 highlights include lowering gross account receivable days, lowering overtime and unscheduled costs, increasing our medication bar code scanning percentage, increasing all HCAHPS scores at the hospital, clinics, and hospice.

b. RHC HCAHPS Scores
   Austin Gillard reviewed our rural health clinics HCAHPS scores. In September 2023, all but one of the categories were in the 90th percentile.
c. Property Insurance
   For 2024, Chubb is proposing a 20 percent increase to our property insurance and moving the wind and hail deducible to one percent of the property valuation. In 2023, Clay County Medical Center paid $70,049 for property insurance and had a $100,000 wind and hail deductible. We have not received our new rates yet, but Austin wanted to inform the board of the proposed increase.
d. McCownGordon Construction
   McCownGordon will start work on the front building repair on Monday, November 6. This project will last two weeks. We are still trying to resolve the proper replacement cost with the car insurance company.
e. HRSA 340B Audit
   Austin Gillard received notice last week that Clay County Medical Center was selected by The Health Resources and Services Administration (HRSA), Office of Pharmacy Affairs to review our 340B Drug Pricing Program to ensure compliance with program requirements. We have our first call with HRSA on Friday, November 3.
f. Medicare Advantage
   Austin Gillard informed the board that a Humana Medicare Advantage representative has encouraged community members to call Austin and the board asking for reasons why Clay County Medical Center will not sign Medicare Advantage Agreements. We do not sign these agreements for multiple reasons relating to quality of the plan designs, prior authorization stipulations, increased denials of service, payment discrepancies, and how Critical Access Hospitals are reimbursed by Medicare.
g. K-State Partnership Employee Benefit Re-Cap
   Since starting our marketing partnership with Kansas State, 50 of our team members have shared in the added benefit of tickets to either a football or volleyball game. 100 tickets have been given out so far.
h. Senior Life Solutions
   Our team at Senior Life Solutions has been selected to be a training site for new programs opening. They choose the sites based on several factors, including the positive culture and atmosphere in addition to the knowledge and organization of the program.

The meeting adjourned at 10:20 p.m.

Next Meeting: November 13 at 7:00 p.m. and November 27 at 7:00 p.m.

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Minutes recorded by Austin M. Gillard