

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 Director
Matt Meyers, LSCSW, LMAC
Beth Larson, RN
Angela Stevens
Jessica Badsky, Outpatient Services Director

John Kelley, CMO
Guests

CALL TO ORDER

Lori Penner called the meeting to order at 7:01 p.m.

BOARD MEETING MINUTES

Lori Penner asked if there were any corrections to the board minutes from November 27, 2023. Motion made by Richard Cott, seconded by Sandy Fox, to approve the board minutes from November 27, 2023. Motion carried 4-0.

AGENDA REVIEW

Nothing to add

OLD BUSINESS

Nothing to add

NEW BUSINESS

- a. Senior Life Solutions – Introductions and Service Overview
Matt Meyers, Beth Larson, Angela Stevens, and Jessica Badsky gave an overview of Senior Life Solutions. Senior Life Solutions has been averaging a daily census of seven patients, receives around five new referrals each month, and admits around two new patients each month. Senior Life Solutions is an intensive outpatient group therapy program designed to meet the unique needs of individuals typically 65 and older, experiencing depression or anxiety related to life changes that are often associated with aging. The program staff includes a board-certified psychiatrist, licensed therapists, a registered nurse, and other professionals dedicated to the emotional well-being of the seniors in our community.
- b. Server Room UPS/Battery Backup
Austin Gillard presented a quote for \$12,576.66 to update the server room uninterruptible power supply (UPS). The existing UPS units were purchased back in 2012, with batteries being replaced as they have worn out. The CCMC server room has three separate server racks. The goal is to combine them together, eliminating two UPS units. Because we are combining the power load, we need to increase the capacity of the UPS. After discussion, motion made by Terri Parry, seconded by Jeff Yarrow, to approve the quote of \$12,576.66 to update the server room uninterruptible power supply (UPS). Motion carried 4-0.
- c. Wage Increase
Cindy Rush and Austin Gillard presented a proposal to increase all wages at CCMC three percent, effective on the January 12, 2024 payroll. In 2024, we will look at the wage survey results to determine if wages are leveling out, or if they have continued to climb. The total cost of the increase will be around \$547,122 a year. Team members will still receive their annual percent increase in 2024 as well. The total wage increase in 2024 will be just over \$1.1 million facility wide. After discussion, motion made by Richard Cott, seconded by Sandy Fox, to approve the three percent wage increase, effective on the January 12, 2024 payroll. Motion carried 3-0. Jeff Yarrow abstained.

d. 2024 Budget

Erin Kurtz and Austin Gillard presented the 2024 budget for CCMC. We have left the revenue flat for 2024, decreased revenue deductions, increased expenses due to wages and benefits, and added in the \$825,000 grant from KDHE. We expect to still have a positive bottom line to reinvest in our team members, equipment, and building projects. In 2024, we will continue to monitor expenses tightly, and stay focused on our revenue cycle. After discussion, motion made by Richard Cott, seconded by Terri Parry, to approve the 2024 CCMC budget. Motion carried 4-0.

AUSTIN GILLARD, CEO

a. Rural Hospital Innovation Grant (RHIG)

CCMC has received \$825,000 from the Kansas Department of Health & Environment (KDHE) to build onto CCFP for mental health and specialty care. Agreements were signed on November 29, 2023. KDHE is paying for 33 percent of the project cost.

b. Gloria Park, DNP, APRN, PMHNP-BC

We have hired Gloria Park, DNP, APRN, PMHNP-BC to work full-time at Riley Family Physicians. Gloria is a Board-Certified Psychiatric Mental Health Nurse Practitioner, with training and experience treating clients with psychiatric disorders and prescribing medication across the lifespan – for children, adolescents and adults. Gloria will start in late February 2024.

c. Sterilization Pouches

The FDA has released new standards for sterility. The pouches we use at CCMC have only been tested for six months from the manufacturer. With the new FDA standards, our instruments will 'outdate/expire' and need to be run again every six months to meet these new guidelines. The amount of instrument processing will increase, which may increase hours in the surgical department.

d. K-TRACS Cerner Integration

We are working with K-TRACS and Cerner to integrate the K-TRACS data right into Cerner, per patient. This will make our teams more efficient and not have to login to the K-TRACS website for each patient. K-TRACS is the prescription drug monitoring program for the state of Kansas. It is used by prescribers and pharmacists as a clinical decision-making tool to promote patient safety and healthy communities through prevention of prescription drug misuse, abuse and diversion.

e. MCSI - Gamma Camera

MCSI is looking to update the gamma camera at CCMC. At the moment, MCSI is looking to install a Siemens e.Cam Dual Head Gamma Camera. If they proceed with this purchase, we would like to put new flooring in the room and paint the room. More details to come.

f. Pain Management Audit, Wound Care Audit, and 340B Audit

The audits for Pain Management, Wound Care, and 340B are going well. We finalize our 340B audit on December 15 and this is an all-day remote audit with HRSA.

g. Request for Qualifications (RFQ)

The Request for Qualifications (RFQ) for Construction Management at Risk services were released on December 5, 2023 and are due to CCMC by Friday, December 29, 2023 at 5:00 p.m. Once we review the RFQ's and decide whom to proceed with, we will start to the request for proposal (RFP) to gather bids from contractors to complete the project. We hope start construction by June 2024.

h. Cerner Downtime Procedures & Data

We have a team working to enhance our Cerner downtime procedures. We are also working on additional reports that will auto update every few hours via PDF to a secure computer. Our goal is to make sure CCMC can operate seamlessly without having access to Cerner for a day or two. Over the last month, two hospitals in Kansas have had cyber-attacks.

i. General Update

- Since we will now have two Psychiatric Mental Health Nurse Practitioners and a third will be joining us in May 2025, Austin would like to review a Deep TMS therapy service line. Deep transcranial magnetic stimulation, or deep TMS, is a non-invasive therapy that uses gentle magnetic waves to stimulate nerve cell activity in deep areas of the brain. This brain stimulation can have pronounced effects on mood and behavior, improving symptoms of major depression and other mental health disorders.

The meeting adjourned at 8:33 p.m.

Upcoming board meeting: January 8, 2024 at 7:00 p.m. and January 29, 2024 at 7:00 p.m.