



Hospital District #6 Harper County
 485 N KS HWY 2, Anthony, KS 67003
 620.914.1200
pattersonhc.org

Mission Statement: Hospital District #6 provides high quality, patient, and family centered health and wellness services in partnership with our communities.

**HD#6 HOSPITAL BOARD REGULAR MEETING
 December 21st, 2023 – 5:43 p.m. – Patterson Health Center, Large Conference Room**

PRESENT:

Board of Directors – Jan Lanie, Pam Fallis, Tim Penner, and Amy Walker.

PHC – Sarah Teaff, CEO; Lori Allen, COO; Sandra Owen, CFO; Jonathan Kolarik, Risk Management.

Guests – none

CALL TO ORDER: Lanie called the meeting to order at 5:43 pm.

BOARD EDUCATION or PRESENTATIONS:

PUBLIC COMMENTS: None

APPROVAL OF MINUTES: Minutes of the November 30th, 2023, regular board meeting was presented for approval. Motion to approve by Penner; seconded by Walker to approve minutes as presented. Motion carried unanimously.

APPROVAL TO AMEND AGENDA: Amendments to the agenda were presented for approval to include adding Surgery and Rural Health Clinic Policies for review and approval. Motion to approve by Laine; seconded by Walker. Motion carried unanimously.

DEPARTMENT REPORTS, POLICY REVIEW & APPROVAL:

- Disaster Plan Review
 - Annex B and C of the Disaster plan were presented for approval. No changes or updates have been made to the policies.
- Infection Control
 - Amber Speer provided Neutropenic, and trouble shoot guides for approval to add to existing policies. There was an updated Airborne Precautions policy presented for approval. Changes included adding Covid as well as other airborne illnesses to the policy.
- Surgery
 - Amber Speer provided an updated History and Physical form for approval to be utilized.
- RHC Policies
 - Tonya Hekel had a job description for an admissions representative for approval.

The motion by Penner seconded by Fallis to approve documents as presented. Motion carried unanimously.

MEDICAL STAFF AND CREDENTIALING REPORT:

Credentialing appointments, reappointments and resignations were presented as approved by the Executive Medical Staff on November 15th, 2023 – there were four new appointments, one reappointment, and two resignations. The board approved the medical staff and privileges as presented. Motion by Walker, seconded by Penner. Motion carried unanimously.

OPERATIONS REPORT:

COO:

- An architect and builder came out in December to tour the Harper building. They are preparing some different plans/options for the building.
- The plumbing issue at the Harper building has been fixed. The affected bathroom will need to be remodeled.
- The first kickoff calls for the Community Health Needs Assessment was on December 19th. There will be an online survey launched on February 9th. As well as paper copies of the survey distributed. The survey is planned to close on March 8th and will be followed on April 4th with a town hall meeting. The town hall meeting will be at Chaparral from 5:30-7:00 with dinner provided.
- The mobile clinic traveled to Norwich on December 4th and 18th. They saw 3-4 patients each day. We have done some additional marketing of the clinic. Flyers were sent through the school with all children as well as hung around popular spots in town. We also placed a large yard type sign at the corner with information of when the clinic will be there.

CEO:

- The Dialysis nurse we interviewed this month accepted the position as Interim Dialysis Director. She will assist us in starting our Dialysis program. We estimate that it will take 12 months to build the appropriate policy and procedure and train staff.
- In January, we will begin a marking campaign to encourage Medicare patients to see their primary care provider for the Medical Annual Wellness Visit. These visits are an opportunity for patients to talk to their provider about any chronic conditions, discuss preventative services, and plan for their health and wellness over the course of the year. Medical Annual Wellness Visits are done annually and are foundational to addressing and managing chronic illnesses and prioritizing prevention.
- Since we are conducting a Community Health Needs Assessment in 2024, we will renew our strategic plan for the next 3 years. Once we receive all the data from the needs assessment, the board will have an extended strategic planning meeting to determine plans for the future of the hospital district.
- The Health Foundation kicked off their Love Lights event. The Love Lights will glow until the first of the year. All proceeds will go to the Dialysis Program.
- Harper County has been in a high transmission rate for COVID and other respiratory illness. As a result of high transmission, we will require staff to mask and offer masks to all patients.

FINANCIAL STATEMENTS:

Owen reported on the November 2023 Financials. November's activity in cash accounts was reviewed that included payments received and expenses paid out. Revenue included Worker's Comp refund, Sunflower Network rebate and Harper/Kingman County Tax Revenue. Payments received from insurance and patients were \$1,423,773. November included two payrolls. The purchase of VMWare equipment was purchased in the amount of \$614,602.00 with funds received from a Cerner reimbursement in January 2022. Days Cash on Hand are at 170 days with the decrease in cash in November. Patient Accounts Receivable decreased with a total AR balance of \$2,502,888 and AR Days at 28. Gross Patient Revenue for November was \$1,927,951. There is a YTD increase of Gross Patient Revenue of \$472,056 or 2.18% compared to November 2022. Outpatient Revenue had a slight decrease in November compared to October but has a \$1,769,905 or 15.42% YTD increase. Swingbed Revenue had another good month with a total of 125 patient days. Total Operating Revenue for November was \$1,696,270; with a YTD increase of \$652,235 or 3.50% over November 2022. Total Operating Expenses decreased by \$99,293.00 for the month while YTD expenses show an overall decrease of 4.65% or \$1,122,063 compared to November 2022. A Net Loss of \$172,221 was reported for the month of November with a YTD Loss of \$1,896,309.

Accounts payable for November was \$2,337,262.56. Motion by Penner seconded by Walker to approve accounts payable. Motion carried unanimously.

Owen shared with the Board that the Interim Medicare Cost Report as of October 31, 2023, has been prepared. A current payable is projected for the year as Outpatient services have seen a significant increase in Part B charges

while costs have remained flat, RHC rates were high at the beginning of 2023 and a Medicare retro payment of \$222,500 was received in August 2023. The payable is offset by receivables for both Inpatient and Swingbed due to decrease in patient days for the year. Owen stated that the final Medicare Cost Report will be filed with 12-31-23 data and is due May 31, 2024.

HARPER COUNTY HEALTH FOUNDATION (HCHF): none

UNFINISHED BUSINESS: none

NEW BUSINESS:

- New Business: 2024 Operating and Capital Budget

-Owen presented the 2024 Operating and Capital Budget along with Finance Committee members Jan Lanie and Tim Penner. The Operating Budget shows Gross Patient Revenue \$26,554,789, Total Operating Revenues \$22,861,044, Operating Expenses \$27,046,721, and project Net Loss of \$2,719,573. The Operating Budget includes \$2,882,000 in depreciation expenses. The Operating Budget is very similar to the actual Profit and Loss Statement of 2023 as Year 2023 is the first “normal year” of operations since at PHC. (2019 moved to PHC, years 2020-2022 included COVID related expenses and income.) The Capital Budget was also reviewed.

Motion by Walker seconded by Penner to approve the 2024 Operating and Capital Budgets. Motion carried unanimously.

EXECUTIVE SESSION: none

ADJOURNMENT: There was no further business, and the meeting was adjourned at 6:09pm. Motion made by Walker; seconded by Penner. Motion carried unanimously.

Kara Bello, Secretary

Approved by the Board on _____(Date)