

Board of Directors
July 28, 2021
Regular Board Minutes

1. CALL MEETING TO ORDER:

The regular meeting of the Gordon Memorial Hospital District Board of Directors was called to order by Doug Woodbeck, Chair at 4:06 P.M. on July 28 2021 at GMH, 300 East 8th, Gordon, Nebraska. Acknowledgement of Open Meetings Law Posted on East wall.

A. Roll Call: Present: Carol Balius, Patty Faulk, Doug Woodbeck. Absent: Brooke Gates, Kathy Weihe.

Staff: Doris Brown CEO, Kelsey Smith, CFO, Amanda Kehn, Quality/Risk Director, Jordan Huether, IT System Administrator.

B. Approval of Agenda: Patty Faulk made the motion to approve the Agenda for July 28, 2021. Motion seconded by Carol Balius. Roll call vote: Carol Balius-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.

2. CONSENT AGENDA: Motion was made by Patty Faulk to approve the Consent Agenda Seconded by Carol Balius.

A. Minutes from the June 30, 2021 Regular Meeting.

B. Medical Staff Minutes from Regular June 17, 2021 Meetings.

Roll call vote: Carol Balius-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.

3. REPORTS:

A. Financial Report: Kelsey Smith, CFO handed out the financials for the month of June 2021. The Balance Sheet and Income and Expense Statements for Combined, Hospital, Clinics and Gordon Countryside Care were reviewed. For the month of June 2021, the facilities had a combined net loss of -\$25K compared to a budgeted loss of \$18K. Total Revenues exceeded budget by \$242K. Y-T-D net income is \$2.25M. The individual Operating/Income Statements are as follows for June 2021: Hospital profit for the month \$33K; Gordon Clinic loss of-\$38K; Rushville Clinic loss of -\$4.6K and Gordon Countryside Care loss of -\$14K. Salaries were over budget due to another round of COVID19 bonuses paid out to employees. Professional Fees were high in June due to utilizing locum providers in the ER. Supplies and Drugs are still high due to COVID19 creating supply shortages and the negative air pressure room remodel was included in June. Kelsey stated this is the first time she remembers seeing the facilities end the fiscal year with a profit. She stated they are still waiting on the final rules for how to properly report the Provider Relief Funds. Casey Peterson, Dohman, Ackerlund and Eddy, and Lutz accounting firms are working together to address the Single Audit for the Funds. Motion made by Carol Balius to accept the Financial Reports for June 2021 as presented. Motion seconded by Patty Faulk. Roll

Call vote: Carol Balius-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.

- B. CNO Report:** CNO report was included in the board packet. Megan Heath was not able to attend.
- C. Quality:** The quality report will be included with the August Board Packet. Amanda has been working on the temporary mandated requirements from OSHA to make sure the facilities will be compliant as soon as possible. All staff meetings will start Thursday, July 29, after Board approval of the plan and policies regarding the mandates.
- D. CEO:** The CEO report was included in the board packet. Doris stated there was a difference between her report and GCC, due to a death of a Resident over the weekend. She stated that they had completed an interview for a possible new Nursing Home Licensed Administrator and are in the process of extending an offer to the candidate. The candidate has been a LTC Administrator for many years and should be a good fit, if she accepts our offer.
- E. Department Reports.** Department Reports were included in the Board packet.

4. NEW BUSINESS:

- A. Discuss, Consider and Take Action on Casey Peterson Engagement Letter and Fees for the Medicare and Medicaid Cost Report Preparation for FY 2021.** Doris stated she recommended approval, the fees were very close to last years' fees. Patty Faulk made the motion to accept the Engagement Letter and Fees as presented from Casey Peterson for the preparation of the Medicare and Medicaid Cost Reports for FY2021. Carol Balius seconded the motion. Roll Call vote: Carol Balius-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.
- B. Discuss, Consider and Take Action on Resolution to Add DeeAnn Wells as a check signer for the First National Bank of Gordon: Resident Trust Account.** Patty Faulk made the motion to Add DeeAnn Wells as a check signer for the First National Bank of Gordon: Resident Trust Account. Motion seconded by Carol Balius. Roll Call vote: Carol Balius-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.
- C. Discuss, Consider and Take Action on Resolution Requestion No. 2022-01 for Preliminary Levy Allocation from Sheridan County Board of Commissioners.** Patty Faulk made the motion to approve the Resolution Requestion No. 2022-01 for Preliminary Levy Allocation from Sheridan County Board of Commissioners. Motion was seconded by Carol Balius. Roll Call vote: Carol Balius-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.
- D. Discuss, Consider and Take Action on Strategic Planning Document (Draft).** Doris Brown asked that the Board review the draft copies and let her know of any suggested changes by the middle of August, so that the final draft could be presented at the August 25th Board meeting. No motion needed.
- E. Discuss, Consider and Take Action on Net/App/Cisco Renewal Quote.** Jordan Huether reviewed with the Board. Carol Balius made the motion to accept the Net/App Cisco Renewal

Quote. Patty Faulk seconded the motion. Roll Call Vote: Carol Balias-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.

F. Discuss, Consider and Take Action on Go Evo PPA quote for employee and visitor screening. Amanda and Jordan reviewed the product to improve screening for employees and visitors with the Board. Carol Balias made the motion to approve the purchase of the Go Evo PPA screening system. Motion seconded by Patty Faulk. Roll Call Vote: Carol Balias-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.

5. OLD BUSINESS

A. Discussion and update on COVID-19.

- COVID 19 Spending Report was handed out to the Board. Amanda reviewed the new OSHA temporary mandates relating to COVID which came out less than a month ago and are required to be in place.

6. POLICIES AND PROCEDURES

- A. **GMH-OR-1001** Purpose and Goal-Central Sterile - Revised.
- B. **GMH-OR-1002** Objectives for Central Sterile - Revised.
- C. **GMH-OR-1003** Functions of Central Sterile – Revised.
- D. **GMH-OR-1004** Central Sterilization – Scope of Services Provided – Revised.
- E. **GMH-OR-1007** Employee Initials Roster – Revised.
- F. **GMH-OR-1010** Central Sterile Physical Layout – Revised.
- G. **GMH-OR-1012** Pain Management – Revised.
- H. **GMH-OR-1017** Definitions for Central Sterile – Revised.
- I. **GMH-OR-1018** Food and Smoking Policy for Central Sterile – Revised.
- J. **GMH-OR-2516** Event-Related Shelf Life-Sterile Storage – Revised.
- K. **GMH-OR-4001** Infection Control for Central Sterile – Revised.
- L. **GMH-OR-4002** Infection Control – Personnel for Central Sterile – Revised.
- M. **GMH-OR-4005** Traffic Control in Central Sterile – Revised.
- N. **GMH-OR-4007** ASEPSIS – Revised.
- O. **GMH-OR-4008** Cross Contamination – Prevention of in Central Sterile – Revised.
- P. **GMH-OR-4009** Discarding of Used Sharps and Syringes in Central Sterile – Revised.
- Q. **GMH-OR-5001** Central Sterile Safety – Revised.
- R. **GMH-OR-1103** PACU Admission – Revised.
- S. **GMH-OR-1105** Patient Assessment – Revised.
- T. **GMH-OR-1114** Discharge Criteria – Surgical Patients- Revised.
- U. **GMH-OR-1215** Post Anesthesia Concerns for the Geriatric Patient – Revised.
- V. **GMH-OR-1229** Oxygen Administration: Nasal Cannula/Face Mask – Revised.
- W. **GMH-IC-006** Hand Washing – Revised.
- X. **GMH-IC-017** COVID19 Visitor and Patient Screening and Management – Revised.
- Y. **GMH-IC-006** Hand Washing – Revised.
- Z. **GMHS-IC-010** Standard and Transmission Based Precautions – Revised.
- AA. **GMH-IC-019** Hospital COVID-19 Plan – New.
- BB. **GMHS-IC-020** Universal Masking-COVID-19 – Revised.
- CC. **GMHS-IC-021** Respiratory Hygiene – New.
- DD. **GMHS-IC-022** Cleaning of Patient Care Equipment – New.
- EE. **GMHS-IC-023** High Touch Surface Cleaning – New.
- FF. **GMH-IC-005** Employee Health – Revised.
- GG. **GMHS-IC-007a** COVID-19 Employee Screening and Management – New.

Patty Faulk made the motion to approve the revised and new policies as presented. Carol seconded the motion. Roll Call Vote: Carol Balius-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.

7. CREDENTIALING:

July 2021

Initial Appointment

Amy Varble, M.D.	Family Practice	Consulting/Provisional	7/31/2022
Christopher LaRose, FNP-C	Family Practice	Active/Provisional	7/31/2022

Re-Appointment

Ronda Larson, PA-C	Family Practice	Active	Jul-23
Steven Heiss, M.D.	Radiology	Consulting	Jul-23
Brian Ravert, M.D.	Radiology	Consulting	Jul-23
John Gilbert, M.D.	Radiology	Consulting	Jul-23
Matthew Fleishman, M.D.	Radiology	Consulting	Jul-23
Shane Wheeler, M.D.	Radiology	Consulting	Jul-23
Gary Morsch, M.D.	Family Practice	Consulting	Jul-23

Motion made by Carol Balius to approve Initial Appointment and Re-appointment of providers as presented for July 2021. Motion seconded by Patty Faulk. Roll Call vote: Carol Balius-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.

- 8. PUBLIC COMMENT PERIOD:** Related to July 28, 2021 agenda items (comment period limited to five minutes). N o c o m m e n t s .

9. EXECUTIVE SESSION

- A.** Such Closed session is in accordance with Nebraska Open Meetings Act Section 84-1410 of the Nebraska Revised Statutes.

At 4:54 p.m. Patty Faulk made the motion to go into Executive Session. Carol Balius seconded the motion. Roll Call vote: Carol Balius-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.

At 5:30 p.m. Patty Faulk made the motion to exit Executive Session and return to the regular meeting. Carol Balias seconded the motion. Roll Call vote: Carol Balias-Yes, Patty Faulk-Yes, Doug Woodbeck-Yes. Motion passes.

Next Regular Meeting: August 25, 2021.

- 10. ADJOURNED.** Doug Woodbeck, Chair asked if there was any other business to come before the Board. With no further business being noted the meeting was adjourned at 5:31 p.m.

Doug Woodbeck

Doug Woodbeck, Chairman of the Board

8-25-2021

Date