

**GOVE COUNTY MEDICAL CENTER  
QUINTER, KANSAS  
BOARD OF TRUSTEES MINUTES  
June 21, 2024**

The June meeting of the Gove County Medical Center Board of Trustees (BOT) was held on Friday, June 21, 2024 at 8:00 a.m. in the conference room.

Members Present were:

Dave Polifka  
Cheryl Remington  
Deana Zerr  
Terry Ostmeyer

Employees:

Conner Fiscarelli  
Rob LaPierre  
Sonya Cap  
Tara Thornburg (out 9:00 am; in 11:22 am)  
Ericka Nicholson (out 8:40 am)  
Harry Sturgeon  
Doreen Wente  
Brad Mullins  
Andrea Hargitt

Visitors:

Annabelle Walters--intern

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**1. CALL TO ORDER:**

Chairperson Dave Polifka called the meeting to order at 8:07 a.m.

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**2. QUERY FOR ADDITIONAL ITEMS TO ADD TO THE AGENDA:**

The agenda was amended to reflect the addition of the following:

- Proposed new agenda form—Conner
- Check signing process--Rob

Deana moved to approve the amendments to the agenda. Terry seconded and the motion carried 4-0.

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**3. MINUTES:**

Terry made a motion to approve the minutes as presented. Deana seconded the motion and it carried 4-0.

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#### **4. KORAI/KOMA Training—Anne Kindling:**

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This training will be rescheduled for the next board meeting or we have the option of Ericka Nicholson providing training. Information was given to the board to review beforehand. Conner discussed. Deana asked for the information to be uploaded to Bellesboard and to look at updating the Board of Trustees governance guide. Conner would also like to update the By-laws. Ericka stated that Anne is currently reviewing them. We need to have an annual training with on-coming board members. Discussion held concerning the new elected members this fall. Terry suggested doing the annual training in March, potentially at an evening meeting. Discussion held.

### **DEPARTMENT MANAGERS REPORTS:**

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#### **5.1 PERSONNEL:**

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Conner discussed the remote clinic coder. Megan will be moving into the position of permanent H.R. Manager. We will be eliminating the Project Manager position. Discussion was held concerning recruitment of ELC employees. Discussion held concerning loan forgiveness versus sign-on bonus.

#### **5.2 QUALITY/RISK:**

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Harry discussed the mock survey he recently attended in Satanta earlier this month. The next mock survey will be held here in Quinter.

#### **5.3 CEO:**

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**RHIG:** Conner stated that we were awarded \$11,000. It will be released soon.

**ERC—Update:** Conner has finally heard back from the company that is looking into it for us. There has been no movement on us specifically, but they are not beginning to release funds. We should see \$1.7 million.

**Employee annual review process and changes:** Conner wants to completely revamp the employee annual review process and base it on our Mission, Vision, Values. Conner shared a handout with the board. Conner discussed how volunteerism would be included in the process. The CEO evaluation process was discussed. The board would like to use the same format across the board regardless of position. Conner discussed the length of the evaluation process and how he would make sure increases are correct by prorating with the first evaluation changes. Much discussion held.

**Volunteerism/Community service plan:** We have a group currently working on identifying opportunities in our area. Conner would like to encourage employees to volunteer at least once a year. Conner shared the guidelines and a form to submit to receive credit. Conner

provided a list of opportunities that the group has put together. He feels that GCMC needs to give back to the community and would like to see more engagement in the community. Discussion was held concerning the Wellness Expo that will be held in the city park this weekend.

**Appointment of officers:**

- Dave nominated Terry Ostmeyer as Chairperson. Cheryl seconded the nomination. The board voted 4-0. Terry accepts the position.
- Terry nominated Dave Polifka as the Vice-Chairperson. Cheryl seconded the nomination. The board voted 4-0.
- Dave nominated Deana Zerr as the Secretary. Terry seconded the nomination. The board voted 4-0.
- Dave nominated Greg Beougher as the Treasurer. Terry seconded the nomination. The board voted 4-0.

**Revised agenda form:** Conner handed out and discussed the revised agenda form that he created. There will be standing reports in each area aligned with our Mission, Vision, Values. Some reports will not begin right away as there are committees being formed.

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**5.4 CFO:**

**May Financials:** Rob reviewed the income statement and balance sheet. He discussed coding currently being behind, but this should improve with the addition of the clinic remote coder. 340B revenue was discussed. Cheryl moved to approve the May financials. Deana seconded and it carried 4-0.

**Budget:** Rob reviewed the budget and answered questions. The Capital Budget was explained and discussed. Terry moved to approve the Capital Budget. Cheryl seconded and it carried 4-0. Cheryl moved to approve the 2024 budget. Deana seconded and it carried 4-0.

**Cost Report:** Rob discussed the cost report and what changed. Employee meals and EVS removed from LTC. He will amend and re-submit next week. Rob discussed in-depth several areas that need attention. He discussed reimbursable areas such as SLS.

**Check signing process:** Rob and Conner discussed having two people in-house who can sign checks. Currently Conner and Cheryl are the signers. Rob shared an email from the auditor with recommendations. Conner and Rob should be able to sign along with a board member in the event someone is unavailable. Natasha is asking for this change. Conner and Cheryl discussed the current process. They don't always have complete information to know what each check is for. Dave moved to add Rob to the check signing and to remove Cheryl and add Greg as the new treasurer. Terry seconded and it carried 4-0.

- At 10:08 am, Cheryl moved to take a 10-minute recess. Deana seconded and it carried 4-0. The open meeting reconvened at 10:20 am.

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**5.5 DEPARTMENT TOUR:**

Due to time constraints, the Laboratory department tour will be moved to the July board meeting.

**NEW BUSINESS:**

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**6.1 CREDENTIALS COMMITTEE:**

There were none for the month of June.

**OTHER BUSINESS:**

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**7.1 Policy & Procedure:**

There were no policies to review at this time.

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**7.2 Review Minutes:**

The following April minutes were reviewed with no discussion.

- QA/QI Minutes
- PFAC Minutes
- Risk Management, Corporate Compliance and HIPPA Minutes

Cheryl moved to approve the reviewed minutes. Deana seconded and the motion passed 4-0.

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**Other:**

Terry gave a shout out to the PT department. He feels that if other departments are the same, we have a great facility. He also stated that the outside yard looks incredible. It is a good reflection of what's going on inside as well.

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**7. EXECUTIVE SESSION:**

There was no executive session.

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**8. NEXT MEETING:**

The next regular meeting will be Friday, July 26, 2024 at 8:00 am in the Conference Room.

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**9. Adjourn:**

There was no further business to discuss. Cheryl made a motion to adjourn the meeting. Deana seconded the motion and it carried 4-0. The meeting was adjourned at 11:45 a.m.

  
Dearia Zerr, Secretary

**GOVE COUNTY MEDICAL CENTER  
QUINTER, KANSAS  
BOARD OF TRUSTEES SPECIAL MEETING MINUTES  
July 16, 2024**

The Special meeting of the Gove County Medical Center Board of Trustees (BOT) was held on Tuesday, July 16, 2024 at 8:30 a.m. in the conference room and via ZOOM.

Members Present were:

Dave Polifka  
Cheryl Remington  
Terry Ostmeyer  
Deana Zerr  
Greg Beougher

Employees:

Conner Fiscarelli  
Rob LaPierre  
Doreen Wente

Visitors:

Annabelle Walters  
Viola Babcock

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**CALL TO ORDER:**

Chairperson, Terry Ostmeyer, called the meeting to order at 8:30 am in the conference room.

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**COUNTY BUDGET DISCUSSION:**

Rob began by going over the presented documents. He explained how he arrived at the figures. Conner explained changes were due to changing from appointed to elected board. Different statutes now apply. Deadlines were discussed for information to be set for the mill levy. We have until July 20 to declare our intent to exceed the current Revenue Neutral Rate (RNR). The letter of intent needs to be notarized. We need to set hearings for the budget review and RNR between August 20 and September 20. It must be published in the newspaper and on our website. Between August 20 and October 1, we must pass a resolution to exceed the RNR. Rob reviewed the workbook documents with the board.

Dave moved for intent to exceed the mill levy RNR of 0 with the anticipated amount being 16.5 mills. Cheryl seconded and the motion passed 5-0.

Deana moved to set the date of the mill levy RNR hearing for August 28, 2024 at 7 pm in the hospital conference room. Cheryl seconded and the motion passed 5-0.

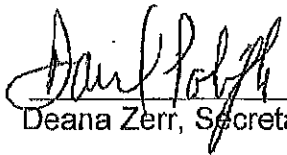
Deana moved to hold the budget hearing in conjunction with the RNR hearing on August 28 at 8 pm in the hospital conference room. Dave seconded and the motion passed 5-0.

Terry inquired into how the meeting minutes for the special meeting as well as the board meeting minutes will be posted. He feels the special minutes should be posted on the website with the regular board minutes. We will also look into publishing them in the paper with the regular board meeting minutes. Discussion held.

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**ADJOURN:**

There was no further business to discuss. Deana moved and Cheryl seconded to adjourn the meeting. Motion passed 5-0. The meeting was adjourned at 9:28 am.

  
Deana Zerr, Secretary