

**Martin County Hospital District  
Board of Directors Meeting  
Monday, March 29, 2021**

Members Present: Morgan Cox, Albert Garza, Terry Franklin, Clay Parker, Frances Hernandez

Members Absent: John Myrick

Hospital Staff Present: Nancy Cooke, Tonya Glisan, Becky Brandon, Linda Wiebe, Freddy Olivarez, Tara Lopez, Daniel Patrick, Corina Mckiski, Samantha Delapena, Laurel Silva, Dr. Cargill, Kip Wood, Tamara Sanford

Other Attendees: Craig Carter - Hospital Attorney, Brent Fuller, Durbin & Co.

Meeting called to Order at 11:30am by Board President Morgan Cox.

Agenda Item	Presentation/Discussion	Action Taken
Reading and Approval of Minutes from February 22, 2021	Minutes reviewed with no corrections.	Motion by Albert Garza to approve the minutes from the February 22, 2021 meeting with no corrections, seconded by Terry Franklin. No opposition, motion carries.
Public Comment	None	
Medical Staff Report	Dr. Cargill gave a brief summary of the medical staff report. Dr. Cargill stated Ms. McKiski was working on the criteria for the Peer Review Process.	Motion by Clay Parker to approve the Medical Staff Report for February 2021, seconded by Frances Hernandez. No opposition, motion carries.
Medical Staff Privileges and Terminations	Dr. Cargill presented the medical staff privileges and terminations for February 2021. <b>February Privileges and Resignations:</b> <b>Donna Hernandez, MSN, FNP-C,</b> Alvarado Alliance <b>Foad Farahmand, MD,</b> Concord- Emergency Room <b>Holly Stewart, MD,</b> Concord-Emergency Room <b>Mark Davis, MD,</b> Concord-Emergency Room	Motion by Clay Parker to approve the medical staff privileges and terminations for February 2021, seconded by Frances Hernandez. No opposition, motion carries.
Audit Report for Fiscal Year Ended April 30, 2020	Ms. Cooke introduced Brent Fuller with Durbin & Co to give the 2020 Audit Report. Mr. Fuller hit the highlights of the Audit Report and discussed the regulation changes that prevented the completion of the audit in the normal timeframe. Mr. Fuller also discussed Charity Care Policies, Procedures and the Federal Registry, Price Transparency changes.	Motion by Frances Hernandez to approve the Audit Report for Fiscal Year Ending April 30, 2020, seconded by Clay Parker. No opposition, motion carries.
Quality Assurance Dashboard	Ms. Mckiski gave a brief update on Quality Assurance.	Motion by Clay Parker to approve the Quarterly Quality Assurance Dashboard, seconded by Frances Hernandez. No opposition, motion carries.
Quarterly Compliance Report	Ms. Lopez presented the quarterly report for review. Ms. Lopez discussed the new format for the report. Ms. Lopez stated part of the compliance plan execution was placing shred bins in departments which in complete.	Motion by Terry Franklin to approve the Quarterly Compliance Report, seconded by Frances Hernandez. No opposition, motion carries.
Department Report: EMS Report	Mr. Wood presented the EMS Report for review and approval. A brief discussion on EMT/Paramedic classes we have scheduled to begin to help with hiring of these positions.	Motion by Albert Garza to approve the EMS Report, seconded by Terry Franklin. No opposition, motion carries.
Contracts: Employee Benefit Renewal Bids - Including new cost structure for employees	Ms. Cooke presented the renewal rates for review and approval. Ms. Cooke stated Blue Cross Blue Shield did not have an increase in the cost from the prior year. Ms. Cooke stated MCHD offers a two tiered plan (High and Low) for eligible employees to choose from. For the low plan, the cost is \$10 per pay period and \$20 per pay period for the high plan. This is not enough differentiation to drive business to the low plan. The amount that we have historically charged employees to cover their dependents is higher than other similar companies in the area. This has become a deterrent to employee recruitment. In the last year, we have been unable to hire at least seven nurses and/or professional staff due to the high cost. The longer a position is open, the more it costs the hospital. It is estimated that the cost of turning over one nurse is between \$37,700 and \$58,400. When we are unable to recruit staff, overtime is frequently used to fill open shifts. We are proposing to lower the cost charged for dependent coverage. This will make MCHD more competitive in the job market. The additional cost is \$129,600 per year. After a lengthy discussion, the Board requested for the hospital cost be increase not exceed \$250,000. The Board feels lowering the cost to the employees will help with recruiting and retention and help our current employees families.	Motion by Albert Garza to approve Benefit Renewal Bids - Including new cost structure for employees, seconded by Terry Franklin. No opposition, motion carries.

<p>Contracts: VerityStream - Credentialing Services</p>	<p>Ms. Cooke stated Credentialing of providers to provide services to our patients is a very important process. It assures that those providers have the appropriate education, training and background to appropriately treat our patients. In addition, it is an area of great review by regulatory and compliance entities.</p> <p>MCHD has been performing this function in-house for several years. The individual performing the function has retired. Due to the regulatory nature of this function, we are recommending that at this time, this be contracted out.</p> <p>When privileges are granted, they are for a two year time period. Historically, MCH has recredentialed staff as a group, every two years. Because of this process, privileges for all providers will expire in either May or June. The main providers will expire in May and the Emergency Room physicians and radiologists all expire in June.</p> <p>VerityStream will perform the initial credentialing and the biannual recredentialed process. They will also maintain the ongoing updates that must be done on a monthly basis. Providers must submit new copies of license and insurance as those items expire and are renewed. Also, a monthly check of all providers must be done of the CMS sanctions database to ensure that all providers are in good standing with CMS.</p> <p>A contract with VerityStream is attached. The approximate cost for the first year is \$25,000 to \$30,000.</p> <p>This cost will decrease on a go forward basis as the number of providers credentialed will decrease.</p>	<p>Motion by Albert Garza to approve contract with VerityStream for Credentialing Services, seconded by Frances Hernandez. No opposition, motion carries.</p>
<p>Contracts: Extension of Contract with Remedy Pain Management Services</p>	<p>Ms. Cooke stated this contract was originally extended in November 2020 until March 31, 2021. Staff has been in the process of working with JTaylor and Associates to complete the fair market valuation (FMV) process. This review is almost complete. After the results of the FMV are received, the contract will be renegotiated based on data received. Ms. Cooke asked for a 60 day extension on the current agreement.</p>	<p>Motion by Terry Franklin to approve 60 day Extension of the Contract with Remedy Pain Management Services, seconded by Frances Hernandez. No opposition, motion carries.</p>
<p>Contracts: Agreement for Additional Services from Guardian Security</p>	<p>Ms. Cooke stated Guardian Security currently provides one security guard to MCH on a 24/7 basis. To assist with directing patients to the front of the building during the Emergency Department Construction, we are proposing adding an additional security guard to be placed at the back of the building to help direct patients to the appropriate entrance. This process was followed during the Physical Therapy construction several years ago and worked very well.</p>	<p>Motion by Terry Franklin to approve Agreement for Additional Services from Guardian Security, seconded by Albert Garza. No opposition, motion carries.</p>
<p>Equipment: Stretcher and Power Loader for new ambulance</p>	<p>Ms. Cooke stated this Power Loader and Stretcher is needed to complete the new ambulance that was approved at the February Board Meeting. This will be included in the 2021-2022 capital budget. The total cost for this equipment is \$48,500.00</p>	<p>Motion by Frances Hernandez, to approve the purchase Stretcher and Power Loader for new ambulance, seconded by Clay Parker. No opposition, motion carries.</p>
<p>Discuss future sale of Hospital District Property</p>	<p>Ms. Cooke stated there has been some interest in purchasing land from the District. Ms. Cooke stated that we need to get a good survey on the property the District owns. Currently we do not know the actual property lines. Ms. Cooke asked for approval to have an appraisal completed. Board stated they would like markers placed on the property lines so we always know where our property runs. Board authorizes Ms. Cooke to get bids for property appraisals. It is suggested to create a Land Usage/Sale Policy.</p>	<p>Motion by Terry Franklin, to not sale Hospital District Property, seconded by Clay Parker. No opposition, motion carries.</p>
<p>CFO Report</p>	<p>Ms. Glisan presented the Financial Statements for the month ended February 28, 2021 for review. She noted that cash on hand for February was 499 days. February Restricted cash totaled \$7,461,605. Total patient revenue for February was \$3,614,456. February Cash Disbursement totaled \$1,115,430.45 which included \$3,514.03 of patient refunds.</p>	<p>Motion by Albert Garza, to approve the Financial Reports for February 2021, seconded by Terry Franklin. No opposition, motion carries.</p>
<p>Draft Budget Review</p>	<p>Ms. Glisan presented the draft budget for review. Ms. Glisan asked for 3 Board members to come in to review the budget line by line before the next board meeting. Mr. Cox, Mr. Garza and Mr. Franklin volunteered to be in that meeting with Ms. Cooke and Ms. Glisan.</p>	
<p>Fitch Credit Rating</p>	<p>Ms. Glisan stated our Fitch Rating remains BBB, same as last year.</p>	
<p>Administrative Report</p>	<ol style="list-style-type: none"> <li>1. Ms. Cooke gave an update on the ER Expansion Project. Ms. Cooke stated the construction company is having trouble getting supplies, we may need to change from bar joists to beams.</li> <li>2. Ms. Cooke stated the second of four Manager Retreats was held earlier this month. The topic was culture and there was a lot of participation.</li> <li>3. Ms. Cooke stated we are in the process of updating our Patient Information packets. Mr. Cox stated he has reviewed the packet and it is a very nice packet.</li> <li>4. Ms. Cooke stated we will be holding a Skills Fair, April 19 - 22 at the Community Center 8am - 5pm.</li> <li>5. Ms. Cooke stated we will have a catered lunch for all our Providers on Doctor's Day.</li> <li>6. Ms. Cooke stated Hospital Week is the week of May 9th. We will be having a cookout on that Friday for the employees and would like for the board members to help serve the employees that day if available.</li> <li>7. Ms. Cooke presented a Bond Refunding Timeline for review.</li> </ol>	<p>Motion by Frances Hernandez, to approve the Administrative Report, seconded by Clay Parker. No opposition, motion carries.</p>

	8. Ms. Cooke stated the 2021 Tax Base is \$38pb according to the letter she received from Martin County Appraisal District	
	9. Ms. Cooke stated she would like to hold a Ground Breaking at the next Board meeting and a Beam Signing for our employees when we begin that stage of construction.	
Adjourn to Executive Session at 1:31p.m.		
Reconvene to Open Session at 1:48pm	No business to discuss.	Motion by Albert Garza, to adjourn meeting, seconded by Clay Parker.
Adjourn Meeting at 1:49pm		

---

**Board of Directors President**

**Date**

---

**Board of Directors Secretary**

**Date**