

**Martin County Hospital District
Board of Directors Meeting
Monday, April 26, 2021**

Members Present: Morgan Cox, Albert Garza, Terry Franklin, Clay Parker, John Myrick

Members Absent: Frances Hernandez

Hospital Staff Present: Nancy Cooke, Tonya Glisan, Becky Brandon, Linda Wiebe, Freddy Olivarez, Tara Lopez, Daniel Patrick, Corina Mckiski, Terri Pearson, Dr. Cargill, Tamara Sanford

Other Attendees: Brian Jackson - Hospital Attorney

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

Agenda Item	Presentation/Discussion	Action Taken
Groundbreaking	Board Members, Administration and all attendees went out to the ER construction site for a groundbreaking ceremony.	
Reading and Approval of Minutes from March 29, 2021	Minutes reviewed with no corrections.	Motion by Terry Franklin to approve the minutes from the March 29, 2021 meeting with no corrections, seconded by Clay Parker. No opposition, motion carries.
Public Comment	None	
Medical Staff Report	Dr. Cargill gave a brief summary of the medical staff report.	Motion by John Myrick to approve the Medical Staff Report for March 2021, seconded by Albert Garza. No opposition, motion carries.
Medical Staff Privileges and Terminations	None for the month of April.	
Quality Assurance Dashboard	Ms. Mckiski discussed the difference between the Quality Assurance and Quality Improvement Dashboards. Ms. Mckiski reviewed the Quality Assurance Dashboard.	Motion by John Myrick to approve the Quality Assurance Dashboard, seconded by Terry Franklin. No opposition, motion carries.
Quarterly Quality Improvement Dashboard	Ms. Mckiski gave a brief update on Quality Improvement Dashboard.	Motion by Clay Parker to approve the Quarterly Quality Assurance Dashboard, seconded by Frances Hernandez. No opposition, motion carries.
Quarterly Antibiotic Stewardship /P&T Report	Ms. Wiebe presented the quarterly report for review. Ms. Wiebe discussed the purpose of the antibiotic stewardship committee.	Motion by Terry Franklin to approve the Quarterly Antibiotic Stewardship / P&T Report, seconded by Clay Parker. No opposition, motion carries.
Quarterly Patient Safety / Infection Control Report	Ms. Lopez presented the quarterly report for review.	Motion by John Myrick to approve the Quarterly Patient Safety / Infection Control Report, seconded by Albert Garza. No opposition, motion carries.
Department Report: Trulite Report	Ms. Pearson presented the Trulite Report for review and approval. Ms. Pearson stated the reason the census had been lower the last few months is due to the implementation of a new software program. She stated that they are taking referrals again and the patient census is back up to 82.	Motion by Albert Garza to approve the Trulite Report, seconded by John Myrick. No opposition, motion carries.
Policies & Procedures: Employee of the Month/Year	Ms. Cooke presented the policies for review and approval. Ms. Cooke stated this is a new employee program that we would like to implement.	Motion by Clay Parker to approve all the policies presented, seconded by John Myrick. No opposition, motion carries.
Policies & Procedures: Part-time Employment	Mr. Patrick presented this policy for review and approval. Mr. Patrick stated this policy would benefit employees who need to work part-time due to going to school or needing to take care of family members. Two part-time employees would make up the 1 FTE current position.	
Policies & Procedures: Antibiotic Stewardship	Ms. Wiebe presented this policy for review and approval. Ms. Wiebe stated the purpose of the antibiotic stewardship policy is to make sure the correct antibiotic are being prescribed and for the correct length of time for the diagnosis.	
Policies & Procedures: OR Terminal Clean	Ms. Wiebe stated this policy is already in place, there was just an addition to the policy stating that a UV light will be used at the end of each day after terminal cleaning is completed and as needed in between cases.	
Policies & Procedures: Risk Management Plan	Ms. Mckiski presented this policy for review and approval.	
Contracts: Agreement with WSI Bell Digital Strategy for Social Media Services	Ms. Cooke stated this contract is for social media services. This is a local company that helps companies manage their social media presence, this includes Facebook, Twitter, Instagram and LinkedIn. The cost of this service is \$399 a month, with additional advertising cost which should be minimal.	Motion by John Myrick to approve all contracts as presented, seconded by Terry Franklin. No opposition, motion carries.
Contracts: Agreement with Guardian Security	Ms. Cooke stated that we brought a contract with Guardian Security last month for the addition of another security guard. Ms. Cooke stated that after reviewing the existing contract she realized we were on a month to month contract. Ms. Cooke contacted the company to get a new contract. The contract attached is for a 2 year period, the only change was the dates, amounts stayed the same.	

Contracts: HCCS HIM Services	<p>Ms. Cooke stated HCCS HIM Services is the company that performs the coding of District accounts, prior to billing. Brenda Patterson retired after 19 years with the District. This has left a vacancy in this department. We have already revamped services that were being provided by this department. Last month, the Board approved a contract with VerityStream to provide provider credentialing services. The Quality Department began coordinating the provider peer review in February. Because we have removed these two responsibilities from the Director position, it is a good time to review and evaluate the departmental job functions to determine what level of support is needed for the hospital.</p> <p>This agreement provides for a qualified individual to serve as Interim Director. Services will be provided both on site and remotely. This will allow for a review of the performance of this department and the development of a go forward plan.</p> <p>The cost is \$3,300 per month. The agreement has a 60 Day, no cause out.</p>	
Contracts: Interlocal Agreement with Grady ISD for Medical Supervision	<p>Ms. Cooke stated Grady ISD has asked Dr. Parchuri to serve as the Medical Director to supervise the Grady ISD nursing staff. This Interlocal Cooperation Agreement provides the framework for her to do so. This is being provided at no cost to either the School District or Hospital District.</p>	Motion by John Myrick to approve all contracts as presented, seconded by Terry Franklin. No opposition, motion carries.
Contracts: Interlocal Agreement with Stanton ISD for Telehealth	<p>Ms. Cooke stated this Interlocal Agreement with the Stanton ISD is for the provision of Telehealth Services to students and staff. It delineates what the Hospital and the School will each be responsible for.</p>	
Agreement with Darktrace	<p>Mr. Olivarez stated The Darktrace Immune System Platform takes a fundamentally unique approach to cyber security in its ability to detect and fight back against cyber-attacks in real-time. Darktrace's Cyber AI mimics the intuition of the human immune system by learning the normal DNA and digital behaviors of each user and device within your unique digital environment. Darktrace is the only platform that uses AI to learn 'normal' on the job for your unique environment in order to detect novel attacks, insider threats, and compliance violations. It provides unified protection across your entire digital estate, stops in progress attacks at machine speed and with surgical precision, and automates threat investigations ultimately saving the IT team valuable time. Crucially, Darktrace reduces time to detect, gaps in coverage, and time to respond — providing your team with the tools to address potential threats without disrupting normal business activity."</p>	
Equipment: Atmos Nasopharyngoscope	<p>Ms. Cooke stated The Atmos scope will be used to perform a Fiberoptic Endoscopic Evaluation of Swallow (FEES) procedure. The scope is passed through the nasal cavity into the pharyngeal cavity where it can be used to assess the integrity of a person's swallow as well as assess anatomy and physiology of the pharynx and larynx for other diagnostic purposes. The FEES scope may also be used during swallow treatments to provide visual feedback with compensatory strategies for a person with dysphagia.</p> <p>This item was included in the 2020/2021 Capital Budget. This is a replacement item for a scope that is no longer operational. The total replacement cost is \$24,150.</p>	Motion by Albert Garza, to approve the equipment purchases as presented, seconded by Clay Parker. No opposition, motion carries.
Equipment: Ceiling Mount Patient Lifts	<p>Ms. Cooke stated Patient lifts are used by staff to move and position patients. It is a safer method of patient movement for both the patient and the staff members.</p> <p>Currently, 2 patient rooms have ceiling mounted patient lifts. We are proposing adding lifts to 2 additional rooms. One system will have a 550-pound weight capacity and the second room will have an 1,100-pound weight capacity.</p> <p>The cost is \$24,738.10. This was not budgeted for the 2021 fiscal year. Funds remain in the capital budget to cover this purchase.</p>	
CFO Report	<p>Ms. Glisan presented the Financial Statements for the month ended March 31, 2021 for review. She noted that cash on hand for February was 503 days. March Restricted cash totaled \$7,733,755. Total patient revenue for March was \$3,220,558. March Cash Disbursement totaled \$1,328,353.89 which included \$1,333.08 of patient refunds.</p>	Motion by Albert Garza, to approve the Financial Reports for March 2021, seconded by John Myrick. No opposition, motion carries.
Bond Refunding Update	<p>Ms. Glisan stated the calls with the rating agencies are complete, and our Fitch Rating is now BBB+. The Moody rating should arrive today. Ms. Cooke stated all deadlines on the bond refunding timeline have been met.</p>	Motion by Albert Garza, to approve the Bonding Refund Update, seconded by Clay Parker. No opposition, motion carries.
Budget: Operational and Capital	<p>Ms. Glisan presented the operational and capital budget for review and approval. Ms. Glisan discussed both budgets at length.</p>	Motion by Albert Garza, to approve Operational and Capital Budget for 2021 - 2022, seconded by Terry Franklin. No opposition, motion carries.

Administrative Report	1. Ms. Cooke stated the correct dates for Hospital Week is May 10th - May 14th.	Motion by Frances Hernandez, to approve the Administrative Report, seconded by Clay Parker. No opposition, motion carries.
	2. Ms. Cooke stated the ER Expansion project is going great, on schedule.	
	3. Ms. Cooke stated the land survey that they discussed last board meeting will cost \$2,500. She thought that was a fair price.	
	4. Ms. Cooke stated the third of four Manager Retreats will be held May 20th in Midland.	
	5. Ms. Cooke stated the Skills Fair was a success.	
	6. Ms. Cooke stated there has been a lot of people thanking the board and administration for the decrease in employee benefit costs that were approved last month.	
	7. Ms. Cooke stated due to the last Monday of May being Memorial Day, the next Board meeting will be June 1st.	
	8. Ms. Cooke stated the roof project started on Saturday. The weather is finally cooperating.	
	9. Ms. Cooke stated the THA Trustees Conference will be held July 22 - July 24 in San Antonio. There will also be virtual portions. Please let her know if you want to attend.	
	10. Ms. Cooke stated the website has a few more changes but should be up and running by the end of the week.	
Management Plan Fiscal Year 2021-2022	Ms. Cooke presented the Management Plan for review and approval. Ms. Cooke discussed the purpose of the plan and review some of the key points with the Board.	Motion by Terry Franklin, to approve the Management Plan for Fiscal Year 2021 - 2022, seconded by Albert Garza.
Adjourn to Executive Session at 1:18p.m.		
Reconvene to Open Session at 1:56pm	No business to discuss.	Motion by Terry Franklin, to adjourn meeting, seconded by John Myrick.
Adjourn Meeting at 1:57pm		

Board of Directors President

Date

Board of Directors Secretary

Date