

**Martin County Hospital District
Board of Directors Meeting
Tuesday, June 1, 2021**

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

Members Absent: None

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
Swearing in of Appointed Board Members	Ms. Cooke Administered the Oath of Office to Morgan Cox, John Myrick and Clay Parker.	
Board Member Completion of Conflict of Interest Statement	All Board members completed the Conflict of Interest Statement as required annually.	
Election of Officers	Mr. Jackson stated the Board could vote to keep the same officers or could vote for individual offices starting with President.	Motion was made by Albert Garza, seconded by Terry Franklin, to reelect the same officers. No opposition, motion carries.
Reading and Approval of Minutes from April 26, 2021	Minutes reviewed with no corrections.	Motion by Terry Franklin to approve the minutes from the April 26, 2021 meeting with no corrections, seconded by Frances Hernandez. No opposition, motion carries.
Public Comment	None	
SPFI presentation on results of the District's recent refinanced bond issue	Vince Viaille with Specialized Public Finance, Inc, presented the results of the bond refunding. The process started in February and on May 6th, SPFI negotiated interest rates with the underwriters lead by SAMCO Capital Markets on the Refunding Bonds, Series 2021. In connection with the refinancing, the District applied for a bond rating from Moody's Investors Service in addition to the existing bond rating from Fitch Ratings. Moody's Rating was A3 and Fitch rating of BBB+. The final interest rate on the Refunding Bonds is 2.31%, interest rate on the refunded obligation are between 6.75% and 7.25%. Based on the results of the bond sale, the refinancing will save \$7,882,954 over the life of the transaction (over \$500,000 annually through 2036). The refinancing is scheduled to close on June 2, 2021.	
Medical Staff Report	Dr. Cargill gave a summary of the medical staff report.	Motion was made by John Myrick, seconded by Frances Hernandez, to approve the Medical Staff Report. No opposition, motion carries.
Medical Staff Privileges and Terminations	<p>Dr. Cargill stated there are 3 new physicians presented for privileges, listed below.</p> <p>John Hays, MD - Abilene Radiology - Diagnostic Radiologist Samantha Kaura, MD - Abilene Radiology - Diagnostic Radiologist Glen Pu, MD - Abilene Radiology - Diagnostic Radiologist</p> <p>Dr. Cargill stated due to the District contracting with a 3rd Party for credentialing services, there is a need to granted temporary privileges to 108 physicians. These physicians privileges will expire in May or before the June Board meeting. The credentialing process with VerityStream could take up to 2 months to complete for this initial process. The list of physicians are presented for review and approval of temporary privileges. These physicians will be presented for active privileges at the June meeting.</p> <p>MCHD Providers - 24 Concord Providers - 17 - Emergency Services Abilene Radiology Providers - 13 - Diagnostic Radiology V-Rad Providers - 54 - Diagnostic Radiology</p>	Motion was made by Albert Garza, seconded by John Myrick, to approve the appointments and temporary privileges of the providers presented. No opposition, motion carries.
Quality Assurance Dashboard	Ms. Mckiski gave a brief update on Quality Assurance Dashboard.	Motion by Terry Franklin to approve the Quality Assurance Dashboard, seconded by Albert Garza. No opposition, motion carries.
Department Report: Family Health Clinic	Ms. Brandon presented the Clinic Report for review and approval. Ms. Brandon stated the clinic visits are improving but have not reached the pre-covid numbers yet. Ms. Brandon is excited that the self-scheduling funtion is live through the patient portal.	Motion by Frances Hernandez to approve the Family Health Clinic Report, seconded by John Myrick. No opposition, motion carries.
Department Report: CNO / Nurse Staffing Report	Ms. Wiebe presented the CNO report. Ms. Wiebe stated the COVID cases over the last 3 months have continued to decline. Ms. Wiebe presented the HCAP scores and discussed the variances. Ms. Wiebe presented the Utilization Review and Nurse Staffing stats.	Motion by Albert Garza to approve the CNO and Nurse Staffing Reports, seconded by John Myrick. No opposition, motion carries.
Policies & Procedures: Pharmacy Policies	Ms. McKiski presented the policies for review and approval. Ms. McKiski stated this was an annual review. There were no changes to the Hazardous Medications Policy and a Telemedicine Policy was added to the manual.	Motion by John Myrick to approve all the policies presented, seconded by Terry Franklin. No opposition, motion carries.
Policies & Procedures: Safety Policies	Ms. Lopez stated this was an annual review of the policies.	

Contracts: Interlocal Agreement with Forsan ISD for Medical Supervision	Ms. Cooke stated this contract is for Medical Supervision. The same contract was approved last month for Grady ISD. Megan Chandler, FNP-C, has been supervising the nursing staff at Forsan for some time. This is a formalization of that process.	Motion by Clay Parker to approve all contracts as presented, seconded by John Myrick. No opposition, motion carries.
Contracts: Ratify Renewal of Insurance Quotes for HPL/GL; Auto/Ambulance; Commercial Property; Worker's Compensation; Environmental Liability; Management Liability; Cyber Security	Ms. Cooke stated the renewal quotes were received after last month's Board Meeting. The renewal date date is May 1, so staff approved the renewal. This needs to be ratified by the Board. There was minimal increase in cost, with the exception of the Commercial Property, which was expected after the large claim on the roof. This increased by \$49,039. The total cost of the renewal is \$431,539.	
Contracts: Melencio Juan, M.D. Amendment	Ms. Cooke presented this amendment for approval. Dr. Juan has requested to work 72 hours per pay period. His current contract states 80 hours. An amendment is necessary to accommodate this change.	
Contracts: Extension of Contract with Remedy Pain Management	Ms. Cooke stated this contract was originally extended in November 2020 and again in March 2021. Staff has been in the process of working with JTaylor and Associates to complete the fair market value (FMV) process. After the results of the received, the contract will be negotiated based on that data. This request is for a 90 day extention.	
Contracts: Yosi Contract	Ms. Cooke stated Yosi provides patient registration and management services, including for the purpose of patient intake, patient communication, card scans, docementation mangament, interface with Powerchart/SPM pre-filled by patients tranfer to Cerner. This service will provide the platform for patients to directly enter updated registration and insurance information into our medcial records system, therefore streamlining registration efforts. This platform will also allow for online registration via our website and transfer information directly to Cerner for programs suach as School Based Clininc enrollment and registration for vaccines. Cost is a One-Time Implementation fee of \$999.00 and a monthly subscription fee of \$1,125 per provider.	
Equipment: a. Storage Cabinet for Endoscopes – Sterile Processing	Ms. Cooke stated the quote is for a new cabinet for the drying and storeage of scopes. This will assist in meeting infection control standards for the cleaning, drying and storage of endoscopes. The cost of this cabinet is \$38,975 and is a budgeted item.	Motion by Terry Franklin, to approve the equipment purchases as presented, seconded by Frances Hernandez. No opposition, motion carries.
Equipment: b. 46 HD Cameras for Security System – Information Services	Ms. Cooke stated the current security cameras were installed when the hospital was built in 2012, the picture quality has deteriorated over time making it difficult to review images and identify people. This purchase will improve the the security of the building and paring lots. The cost is \$23,044.63 and is a budgeted item.	
Equipment: Fetal Warmer – Nursing Services	Ms. Cooke stated it is necessary to replace the fetal warmer currently owned by the hospital. While used infrequently, this is a necessary item for those births that do happen in the facility. The current unit is outdated and not serviceable. The cost is \$17,627.89 and is budgeted.	
Equipment: Central Monitor Addition and Upgrade – Nursing Services	Ms. Cooke stated It has become necessary to add to and upgrade the Nihon Kohden central monitoring system on the nursing unit/ED. The current system can no longer be updated. The attached quote allows growth from 6 to 8 telemetry units. It upgrades the software to allow integration of the nurse-on-a-stick, adds a transport monitor. The cost of the Nihon Kohden upgrade is \$125,976.71 and the Cerner interface is \$6,750 for a total cost of \$132,726.71, this is a budgeted item.	
Equipment: Laparoscopic Equipment – OR	Ms. Cooke stated It has become necessary to replace the monitor; camera box, light source and camera heads that work with the laparoscopic equipment. They are at end of life and can no longer be serviced. This equipment is used weekly in surgery. Any failure of this equipment during a case would be a patient safety issue. The cost is \$88,928.70, with installation of \$7,371.75. This is a budgeted item.	
Equipment: Experian – Business Services	Ms. Cooke stated Experian is a business product that assists with registration, billing and collection of patient accounts. It interfaces with Cerner for a more seamless process for the patient. It allows staff to automate much of the upfront workflow, and eliminate human errors. Insurance verification, patient financial responsibility, and accurate demographic data can be obtained. Accurate information leads to fewer claims denials and rework later. The one time implementation fee is \$108,047. Monthly subscription that totals \$62,244, annually. This was included in this year's budget.	
Equipment: Ambulance, Stretcher, Radio – EMS	Ms. Cooke stated the lead time for delivery of an ambulance is 10 - 15 months, so we need to put the order in now. Attached are the quotes to order the ambulance and the accessories needed to place it into service. Cost is \$231,900 - Ambulance, \$3,850 - Radio, \$45,500 - Stretcher and Power Load for a total of \$281,250. These items were included in this year's capital budget, the radio and stretcher will not be ordered until there is a firm delivery date for the unit.	
CFO Report	Ms. Glisan presented the Financial Statements for the month ended April 30, 2021 for review. She noted that cash on hand for April was 443 days. April Restricted cash totaled \$5,374,579. Total patient revenue for April was \$3,237,627. April Cash Disbursement totaled \$1,402,850.90 which included \$27,297.92 of patient refunds.	

Administrative Report	1. Ms. Cooke presented the survey map of the property owned by the District for review. Ms. Cooke stated posts will be set to mark our property.	Motion by Albert Garza, to approve the Administrative Report, seconded by John Myrick. No opposition, motion carries.
	2. Ms. Cooke stated the ER Expansion project is going great, on schedule. MW Builders has submitted 2 pay requests, totaled paid to date is \$124,543.48, retainage is \$6,554.45.	
	3. Ms. Cooke stated the land survey that they discussed last board meeting will cost \$2,500. She thought that was a fair price. Total paid to date to Vandergriff Group is \$1,601,400.	
	4. Ms. Cooke stated the third Manager Retreat was held May 20th in Midland. Participants learned how to have high, middle, low conversations with their employees.	
	5. Mr. Olivarez gave an update on the Pacs implementation.	
	6. Ms. Cooke stated our Interim HIM Director Becky was on-site last week to evaluate our current needs and processes in that department.	
	7. Ms. Cooke stated we had several roofs leaks during the recent storms due to several parts being on back-order. The roofers are responsible for those repairs and changing of ceiling tiles.	
	8. Ms. Wiebe discussed the Summer Internship that should start next week and run through the end of July. We have 2 Nursing students from Stanton ISD and 1 PT student from Grady ISD.	
	9. Ms. Cooke stated we will award our first Employee of the Month this afternoon, we are excited to start this program.	
	10. Ms. Cooke stated Hospital Week went well.	
Organizational Chart	Ms. Cooke presented the Organizational Chart for review and approval.	Motion by Frances Hernandez, to approve the Organizational Chart, seconded by Clay Parker.
Marketing Plan 2021 - 2021	Ms. Cooke presented the 2021-2022 Marketing Plan for review and approval.	Motion by Terry Franklin, to approve the 2021-2022 Marketing Plan, seconded by John Myrick.
Department Tour	The Board Members got to tour our new ambulance.	
Adjourn to Executive Session at 1:14p.m.		
Reconvene to Open Session at 2:04pm	Discussion and Possible Amendment to CEO Contract - Board unanimously voted to amend the CEO Contract.	
Adjourn Meeting at 2:07pm		Motion by Albert GARza, to adjourn meeting, seconded by Frances Hernandez.

Board of Directors President

Date

Board of Directors Secretary

Date