

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

Members Present: Morgan Cox, Albert Garza, John Myrick, Frances Hernandez

Members Absent: Terry Franklin, Clay Parker

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

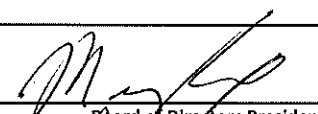
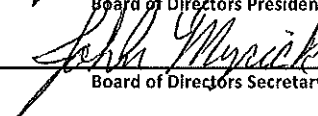
Other Attendees: Brian Jackson - Hospital Attorney

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

Agenda Item	Presentation/Discussion	Action Taken
Reading and Approval of Minutes from June 28, 2021	Minutes reviewed with no corrections.	Motion by John Myrick to approve the minutes from the June 28, 2021 meeting with no corrections, seconded by Frances Hernandez. No opposition, motion carries.
Public Comment	None	
Medical Staff Report	Dr. Cargill gave a summary of the medical staff report.	Motion was made by John Myrick, seconded by Albert Garza, to approve the Medical Staff Report. No opposition, motion carries.
Medical Staff Privileges and Terminations	<p>Dr. Cargill stated there are 2 new physicians presented for privileges, listed below.</p> <p>Glen Ryan, MD - V-Rad - Diagnostic Radiologist</p> <p>Christi Hill, CRNA - MCHD - CRNA</p> <p>Re-appointments are as follows:</p> <p>MCHD Provider -</p> <p>Joseph Damiani, MD - Plastic Surgery</p> <p>Robin Floyd, NP - Family Practice</p> <p>Anna Francisco, MD - Family Practice</p> <p>Melencio Juan, MD - Family Practice</p> <p>Tejas Patel, MD - Cardiovascular</p> <p>Brian Middlebrook, DMP - Podiatry</p>	Motion was made by John Myrick, seconded by Albert Garza, to approve the appointments, re-appointments and expiring providers as presented. No opposition, motion carries.
Quality Assurance Dashboard	Ms. Mckiski gave a brief update on Quality Assurance Dashboard. Ms. Mckiski stated the Length of Stay in the Emergency Room has increased mostly due to a specific provider but with COVID numbers on the rise again that has effected the wait times too. We are having Issues transferring patients out due to bed availability.	Motion by Frances Hernandez to approve the Quality Assurance Dashboard, seconded by John Myrick. No opposition, motion carries.
Quality Improvement Dashboard	Ms. Mckiski gave a brief update on Quality Improvement Dashboard. These are typically 6 month projects, most are finished and have met their goals. The Business Office needed more time to meet their goal. Mr. Garza questioned the "unable to locate" for the Safety department. Ms. Mckiski explained that STAT Biomedical was the company that would do routine maintenance on different equipment. If they could not find a piece of equipment, they would mark it unable to find instead of asking where to find the equipment. Ms. Brannen created a complete equipment list and all equipment was accounted for. Ms. Cooke stated we were not getting the service we expected from STAT Biomedical and our contract was up for renewal, so we sent the 60 day notice to not renew. Biomedical took that as us cancelling the contract. Ms. Cooke stated we are in the process of receiving bids for a new service provider and should be bringing those back for approval within the next couple of months.	Motion by Albert Garza to approve the Quality Improvement Report, seconded by John Myrick. No opposition, motion carries.
Quarterly Report: Antibiotic Stewardship/P&T/Patient Safety/Safety/Infection Control Dashboard	Ms. Mckiski presented these Quarterly Reports for review. Ms. Mckiski explained how the patients falls were calculated. Ms. Mckiski stated to reduce the usage of home medications we have added 15 formulary revisions, our goal is to cut down on medication errors due to the use of patient's home medications.	Motion by Frances Hernandez to approve the Compliance Report, seconded by John Myrick. No opposition, motion carries.

CNO Report	Ms. Wiebe presented the CNO report. Ms. Wiebe stated the COVID positives are increasing again, we will be looking at reinstating some of the precautions from last year. Nursing is fully staffed and we are compliant with all state reporting. The HCAP scores were reviewed. Ms. Wiebe stated in an effort to obtain better participation with these surveys we will be adding a text capability in October.	Motion by John Myrick to approve the CNO Report, seconded by Albert Garza. No opposition, motion carries.
Department Report: Home Health	Ms. Pearson presented the TruLite quarterly report. Ms. Pearson stated their current census is 103 increased from 93 in June. Ms. Pearson updated the Board on 2 Complaints/Grievances.	Motion by Albert Garza to approve the TruLite Report, seconded by Frances Hernandez. No opposition, motion carries.
Department Report: EMS / State Inspection	Mr. Olivarez reported on the EMS stats for the quarter. Mr. Olivarez stated EMS recently passed a state inspection. Ms. Cooke wanted to recognize Derrick Truelove and Chris O'Donnell for their work on helping pass the inspection.	Motion by John Myrick to approve the EMS Report, seconded by Frances Hernandez. No opposition, motion carries.
Policies & Procedures: School Based Program	Ms. Brandon stated these policies are new for the School Based Clinic that were created by the Clinic providers.	Motion by Frances Hernandez to approve all the policies as presented, seconded by Albert Garza. No opposition, motion carries.
Policies & Procedures: Rural Health Clinic	Ms. Brandon stated this was an annual review of the policies with only minor changes made. Ms. Brandon presented a new Complaint/Grievance Policy.	
Policies & Procedures: Obstetrical Emergency Room	Ms. Wiebe stated this was an annual review with minor changes. ORMC has reviewed the policies as well.	
Policies & Procedures: Health Information Management	Ms. McKiski stated the Eye Bank Policy is a State requirement for organ donation. The Release of Information Policy had minor changes, required initials by the more confidential information.	
Policies & Procedures: Information Technology	Ms. McKiski stated this policy is to standardize the company wide email block to make them look uniform and to assure the facility Privacy Notice is always included in out-going emails.	
Policies & Procedures: Cardiopulmonary	Ms. McKiski stated this is a new policy for the new BIPAP machine in Cardiopulmonary.	Motion by John Myrick to approve all contracts as presented, seconded by Frances Hernandez. No opposition, motion carries.
Contracts: Lamar	Ms. Cooke stated this contract is a 1 year renewal for our current billboards. Total cost is \$36,874.50.	
Contracts: Choice Media	Ms. Cooke stated this contract is a 1 year contract for a digital billboard in Big Spring in a high traffic area. The fee per month is \$850.00 for a total cost of \$10,200.	
Equipment: Risk Management Software	Ms. Cooke discussed the need for this software for confidentiality and time saving purposes. Currently information for the Risk Management Program is manual. Occurrence Reports are filled out sent to the Risk Management office for review, then to the Director/Manager for review and investigation. When the results are returned to the Risk Manager, she determines if there is a need for legal reporting/review. Then the information is logged into an Excel spreadsheet which makes it difficult to track and trend occurrences. This RLDatix is an online system. This allows for faster responses and more anonymity for the reporting employee. Reports can also be run based on topic, location or responsible party. The first year cost of the software is \$24,690 which includes a one time set up fee of \$13,500. The annual subscription cost is \$11,190 and this item was budgeted.	Motion by Albert Garza, to approve the Equipment Purchases as presented, seconded by John Myrick. No opposition, motion carries.
Equipment: Medpod for Grady ISD School Based Clinic	Ms. Cooke stated this is the same equipment purchased for Stanton ISD School based clinic. Total cost is \$32,980 and was budgeted.	
Transfer Funds from Western Bank In Big Spring to First National Bank Stanton	Ms. Glisan stated these funds are sitting in a non-interest bearing account at Western Bank in Big Spring and she would like to move to First National Bank in Stanton were it will earn interest.	Motion by John Myrick, to authorize Ms. Glisan to transfer funds from Western Bank In Big Spring to First National Bank in Stanton, seconded by Frances Hernandez. Mr. Cox abstained from the vote due to a conflict of interest, motion carries.
Update Signature Cards at Regions Bank	Ms. Glisan stated there was a fraud issue with one of the FNB Stanton accounts which required closing the account. During this process we realized the signature cards for the Regions Bank account were outdated. Updated the signature cards are needed.	Motion by John Myrick, to authorize Ms. Glisan to Update the Regions Bank Signature Cards, seconded by Frances Hernandez. No opposition, motion carries.
Discussion and Possible Vote of 2021 Tax Rate	Ms. Cooke stated we have not received the information required to move forward with this vote and asked to table the item until that information is received.	Item Tabled.

Community Healthcare Needs Assessment Discussion	Ms. Cooke stated that she would like the full Board to participate in this discussion and with 2 members being absent she asked for this Item be tabled until August Board meeting.	Item Tabled.
CFO Report	Ms. Glisan presented the Financial Statements for the month ended June 30, 2021 for review. She noted that cash on hand for June was 394 days. June Restricted cash totaled \$4,900,535. Total patient revenue for June was \$5,056,413. June Cash Disbursement totaled \$1,884,812.83 which included \$12,992.34 of patient refunds.	Motion by Albert Garza, to approve the Financial Reports for June 2021, seconded by Frances Hernandez. No opposition, motion carries.
Administrative Report	<p>1. Thanked the Board members for the cook-out and Hazard Pay. The employees were very appreciative.</p> <p>2. Construction update - everything moving along and going good, footers being poured.</p> <p>3. Roof Update - Roof almost complete on hospital, then they will move to Home Health, EMS and the EMS Bunkhouse.</p> <p>4. Blood Drive - We had a successful Blood Drive on July 20th. 20 units were collected, they plan on setting up for another blood drive at our Health Fair in October.</p> <p>5. Marketing Update - We had our first Lunch & Learn and Coffee & Conversation, they were a success. We performed student physicals for Stanton and Grady Schools.</p> <p>6. Director Promotions - Angel Silva was promoted to the Plant Operations Director. Director of EVS is still open.</p> <p>7. Power Outage - We received a call from Oncor at 4:15pm Tuesday stating they would be taking our power down for 2-3 hours starting at 8am Wednesday for an emergency. The power was taken down at about 9:45am and was restored at 3:30pm that afternoon. We discovered some opportunities for improvement during this outage and the February outage. We will be bringing quotes for generators for EMS, EMS Bunkhouse and Home Health in the next few months.</p> <p>8. Cerner - Will be here this week to train Clinic Providers.</p> <p>9. Out of Office - Will be taking some long weekends in August.</p>	Motion by John Myrick, to approve the Administrative Report, seconded by Albert Garza. No opposition, motion carries.
Adjourn to Executive Session at 1:03p.m.		
Reconvene to Open Session at 1:28pm		
22. Cost of Living Pay Increase for Selected Positions	Item discussed in Executive Session	Motion by Albert Garza, to approve the Cost of Living Pay Increase for Selected Positions, seconded by John Myrick.
Adjourn Meeting at 1:29pm		Motion by Frances Hernandez, to adjourn meeting, seconded by Albert Garza.


 Board of Directors President

 Board of Directors Secretary

8-30-21
 Date
 8/30/21
 Date