

**Martin County Hospital District  
Board of Directors Meeting  
Monday, January 30, 2023**

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

Members Absent: None

Hospital Staff Present: Nancy Cooke, Tara Lopez, Linda Pierce, Rebecca Brandon, Calvin Cargill, MD

Other Attendees: Brian Jackson - Hospital Attorney

Meeting called to Order at 11:31am by Board President Morgan Cox.

Agenda Item	Presentation/Discussion	Action Taken
Reading and Approval of Minutes from November 28, 2022 - Regular Board Meeting	Minutes reviewed with no corrections.	Motion by John Myrick to approve the minutes from the November 28, 2022 meeting with no corrections, seconded by Terry Franklin. No opposition, motion carries.
Public Comment	None	
Medical Staff Report	Dr. Cargill gave a summary of the medical staff report.	Motion was made by Albert Garza, seconded by John Myrick, to approve the Medical Staff Report. No opposition, motion carries.
Medical Staff Privileges and Terminations	Ms. Cooke presented the providers for Appointment, Re-appointment and Expiring Terms, for approval.	Motion was made by John Myrick, seconded by Albert Garza, to approve the appointments, re-appointments and expiring providers as recommended by Medical Staff and presented. No opposition, motion carries.
	<b>Appointment:</b> None	
	<b>Re-appointments:</b> Foad Farahmand, MD - Concord	
	<b>Expiring Privileges:</b> None	
Annual Adoption of the Code of Conduct	Ms. Lopez presented the Code of Conduct for approval.	Motion was made by Frances Hernandez, seconded by Terry Franklin, to approve the Code of Conduct. No opposition, motion carries.
Strategic Initiatives		
Review Proformas on Assisted Living and Nursing Home	Ms. Cooke presented the feasibility studies for both projects. Discussed at length. More research and site visits to be done. Will bring more information.	
Update on Plans to Construct New Clinic and Other Space as needed for Hospital District Growth		
Master Plan Acceptance	Ms. Cooke presented the Master Plan for approval as presented. This plan is an overview of all the phases of construction.	Motion was made by Terry Franklin, seconded by Albert Garza, to approve the Master Plan as presented. No opposition, motion carries.
Foundation Update	Finalizing the 501c3 currently.	
Updates on Other Initiatives	none	
Quality Assurance Report	Ms. Pierce reviewed the Quality of Care Report, HCAHPS, Risk Management, Tracers Conducted and Key Performance Indicators for November and December.	Motion was made by Terry Franklin, seconded by Clay Parker, to approve the Quality Assurance Report. No opposition, motion carries.
Departmental Reports: EMS Report	Mr. Wood presented the EMS Report for approval.	Motion was made by Clay Parker, seconded by Frances Hernandez, to approve the EMS Report. No opposition, motion carries.
Departmental Reports: Family Clinic Quarterly Report	Ms. Brandon presented the Family Clinic Report for review. Clinic and Provider stats, as well as School Based visits were reviewed. Community Outreach projects were discussed.	Motion was made by Frances Hernandez, seconded by John Myrick, to approve the Family Clinic Quarterly Report. No opposition, motion carries.

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Policies: Infection Control Policies: Patient Safety Policies: Health Information Management Policies: Risk Management	Ms. Pierce presented the policies for review and approval.	Motion was made by Albert Garza, seconded by Terry Franklin, to approve the Policies and Procedures as presented. No opposition, motion carries.
Contracts: LaTisha Ward, FNP-C	Tabled to Executive Session.	
Contracts: Edward Maurice Lopez, FNP-BC	Tabled to Executive Session.	
Contracts: HCCS Update	Ms. Cooke presented this contract for renewal. HCCS provides good service and independent audits have verified the accuracy of their work. The price did increase 12.5% but was the first increase since 2019.	Motion was made by John Myrick, seconded by Clay Parker, to approve all contracts c-h as presented. No opposition, motion carries.
Contracts: Vital Records Control	Ms. Cooke presented this contract for renewal. VRC is the company that provides our shredding services and also provide secure storage of records at their Lubbock facility. There is a Master Services agreement for each service. Storage is \$175.00 per month and Shredding is \$2,845.00 per month.	
Contracts: Cerner - CareAware Connect	Ms. Cooke presented this contract for approval. Care Aware Connect allows for secure text messaging between providers, employees and Cerner. It may be necessary to communicate with providers when they are not on site. Regular text messaging is not secure. This can lead to both HIPAA and Red Flag violations, which can be very costly to an organization. Care Aware Connect not only allows for text messaging, but medical information such as test results or EKG strips, can be sent directly from Cerner to a provider's cell phone. Two other products were reviewed prior to staff choosing this product. They were of comparable cost, but only allowed for the text messages, not the sending of reports. The initial installation cost is \$21,600 with a monthly fee of \$1,250.	
Contracts: Billboard Lease	Ms. Cooke presented this contract for approval. This billboard is located on our property for the new Home Health Building on State Highway 137. Lamar will pay us \$1,000.00 annually to lease the land on which the Billboard stands. I have included in this lease that they will not lease to any other medical competitors, no political advertising and no alcohol related advertisements. We can in turn lease one or both sides for our own advertising. This is a smaller board than the two we currently have on 1-20. It can be changed out every 4 weeks, if we choose.	
Contracts: Fixed Asset Tracking: Redbeam	Ms. Cooke presented this contract for approval. Three different asset tagging systems were evaluated and Redbeam was the most affordable and appropriate choice for the size of Martin County Hospital District at this time. Purpose: Asset tagging is the process of affixing tags or labels to assets to identify each one individually and track data from real-time location to maintenance history. These tags can be assigned to both fixed and moveable assets that are spread across multiple sites. This program provides inventory control, real-time tracking and theft prevention.	

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Contracts: E-Payment System	Ms. Cooke presented this contract for approval. In October 2020 Cerner product released an end-of-life announcement on a current transaction service solution, RC20402, for real-time co-pays and phone payments that many Cerner customers use. The current solution will be turned off on March 31, 2023. With this announcement and sunset of that solution for March 31, 2023, there is a new replacement solution, ePayments Plus, which comes with new wireless devices that can accept chip readers and newer payment methods, enhancements around control of the solution and access to troubleshoot without contacting support, and PCI/compliance savings. This solution also gets clients stood up on the highest level of marketplace security.	Motion was made by John Myrick, seconded by Clay Parker, to approve all contracts c-h as presented. No opposition, motion carries.
Contracts: EMS Workforce Recruitment & Retention Program	Ms. Cooke presented for informational purposes. Program is not a fit for the district.	Motion was made by John Myrick, seconded by Frances Hernandez, to decline the EMS Workforce Recruitment & Retention Program. No opposition, motion carries.
Equipment - Portable Building	Ms. Cooke presented two quotes to lease a portable building for 24 months to accommodate overflow from the Clinic. The Aries bid is \$139,515 and the Ramtech bid is \$205,304. The portable buildings would be placed where the travel trailers are now to tie into the water and electricity.	Motion was made by John Myrick, seconded by Terry Franklin, to approve the purchase of two Ramtech Buildings. No opposition, motion carries.
District Property Improvements - EMS Barn Renovations	Tabled. We will have actual bid specifications completed and re-bid the project.	
Sale of .51 acres of Land	Mr. Jackson gave an update on the sale of this piece of land. Mr. Jackson stated since it is an irregular size of property, we do not have to bid it out. Mr. Jackson asked for conditions to the sale. Board recommends the following conditions are \$25,000, start construction within one year, first right of refusal, implement into project, all drainage issues will be at the expense of the dealership, construct privacy fence.	Motion was made by Terry Franklin, seconded by Albert Garza, to bid out Property for a minimum sale price of \$25,000 and conditions listed. No opposition, motion carries.
CFO Report	Ms. Cooke presented the Financial Statements for the month ended November 30, 2022 for review. She noted that cash on hand for November was 518 days. Restricted cash totaled \$1,315,586. Total patient revenue	Motion by Terry Franklin, to approve the Financial Reports for October 2022, seconded by Frances Hernandez. No opposition, motion carries.
CFO Report - Disposal of Retired Fixed Assets	Ms. Cooke stated we would like to have another garage sale to clear out the barn.	Motion by John Myrick, to approve Garage Sale, seconded by Frances Hernandez. No opposition, motion carries.
Administrative Report	<ol style="list-style-type: none"> <li>1. THIE Risk Management Training to be held with multiple other faculties here on January 18th.</li> <li>2. THIE performed Mandatory required HIPAA training</li> <li>3. Nancy out of the office on vacation next week</li> <li>4. De-Escalation Training - Michael will be looking at options for training off-site and on-site training, more details to come.</li> <li>5. We increased the shift differential to help with recruitment and retention.</li> <li>6. Annual Awards banquet was held on January 20th. Mauro Sotelo was named Employee of the Year and DJ Gomez was named Manager of the Year.</li> <li>7. New job descriptions are complete and evaluations will be completed by first of March with merit increases mid-March.</li> </ol>	

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	8. Texas Agrilife Extension Service will hold A Matter of Balance program here at the hospital every Monday and Friday in March at 9am.	
	9. We need to purchase a Sterad Low Temperature Sterilization unit. Information will be presented at the February meeting for ratification.	
Adjourn to Executive Session at 1:59pm		
Reconvene to Open Session at 2:14pm	1. LaTisha Ward, FNP-C Contract Edward Maurice Lopez, FNP-BC Contract	2. Motion by Albert Garza, to approve the contracts for LaTisha Ward and Maurice Lopez as presented, seconded by Terry Franklin. No opposition, motion carries.
Adjourn Meeting at 2:15pm		Motion by Frances Hernandez, to adjourn meeting, seconded by Clay Parker. No opposition, motion carries.

  
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 Board of Directors President

  
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 Board of Directors Secretary