

Martin County Hospital District  
Board of Directors Meeting  
Monday, February 28, 2022

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

Members Absent:

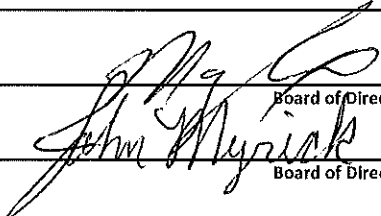

Hospital Staff Present: Nancy Cooke, Becky Brandon, Freddy Olivarez, Tara Lopez, Corina Mckiski, Tonya Glisan, Lisa Bibb, Kip Wood, Tamara Sanford

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 January 31, 2022	Minutes were reviewed and approved as submitted.	Motion by John Myrick to approve the minutes from the January 31, 2022, seconded by Terry Franklin. No opposition, motion carries.
Public Comment	None	
Medical Staff Report	Ms. Cooke gave a summary of the medical staff report. ED statistics for January were reviewed. Emergency Room visits in January were 701, due to the surge in COVID patients. COVID positives for January were 326 up from 96 in December.	Motion was made by Albert Garza, seconded by Frances Hernandez, 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, listed below.  <b>Appointment:</b> Montadher Alwazni, MD - Concord Dale Beran, MD - Concord James Sikes, MD - Concord  <b>Re-appointments:</b> Nathan Schafer, CRNA - MCHD William Garre, MD - Concord  <b>Expiring Providers:</b> None	Motion was made by John Myrick, seconded by Terry Franklin, to approve the appointments and expiring providers as presented. No opposition, motion carries.
Quality Assurance Dashboard	Ms. McKiski presented the 2021 and 2022 Quality Assurance Reports and 2021 and 2022 Quality Improvement Reports approval. ER Visits, AMAs and LWOTs were reviewed and discussed.	Motion was made by Terry Franklin to approve the Quality Assurance Dashboard, seconded by Frances Hernandez. No opposition, motion carries.
Department Reports -Annual Human Resources Report	Ms. Bibb presented the Annual HR Report. Information regarding Employee Turnover, Recruitment were discussed. Ms. Bibb stated her goal is to reduce employee turnover by 5%, she will also work to determine the reasons for the turnover. We have implemented sign on bonuses and referral bonuses for the hard to recruit positions. Employee recognition will also be a focus this year for retention.	Motion was made by Clay Parker to approve the Annual Human Resources Report, seconded by Albert Garza. No opposition, motion carries.
Department Reports - 3rd & 4th Quarter TruLite Report	Report tabled.	
CNO Report	Report tabled.	
Contracts: Employee Benefit Renewals Bids	Ms. Cooke stated we are working on the renewal bids for our health insurance. The proposals we have received are no increased premiums. We will also be changing from Sunlife to Guardian on our Dental and Vision policies which will be a cost savings for our employees with enhanced benefits.	Motion was made by Albert Garza to approve the Health Insurance Renewal Bids as presented, seconded by Clay Parker. No opposition, motion carries.
Equipment: Medpods for expansion of School Based Clinics	Ms. Cooke stated we have expanded our School Based Clinic into Greenwood ISD which will require 3 MedPod Telemedicine Cart to cover 3 campuses and their 2800 students/staff. The cost of the 3 carts is \$90,000 with an extended 5 year warranty on each unit in the amount of \$8,850 for a total expenditure in the amount of \$98,850.00. Ms. Brandon stated there may be a need for a mid-level provider in the future just to handle the school base program if the program continues to grow and visits increase.	Motion was made by John Myrick, seconded by Frances Hernandez, to approve the purchase of 3 Medpods to expand the School Based Clinic Program into Greenwood ISD. No opposition, motion carries.
Equipment: Replacement 200 Gallon Hot Water Tank	Ms. Cooke stated one of the two water tanks holding the hot water for the hospital is leaking so we are needing to replace it. The total amount of replacement is \$21,300 which includes the tank, piping as needed and disposal of old tank.	Motion was made by John Myrick, seconded by Frances Hernandez, to approve the Purchase of 200 Gallon Water Tank as presented. No opposition, motion carries.
Penetration Test Results	Ms. Cooke stated the primary objective of this security test is to evaluate our systems and networks to various cyber attacks. The report shows we are at low risk of penetration.	Motion was made by Albert Garza, seconded by Clay Parker, to approve the Penetration Test Results as presented. No opposition, motion carries.
CFO Report - Financial Statements and Cash Disbursements	Ms. Glisan presented the Financial Statements for the month ended January 31, 2022 for review. She noted that cash on hand for January was 491 days. January Restricted cash totaled \$2,224,182. Total patient revenue was \$6,973,436. January Cash Disbursement totaled \$1,015,361.14 with \$1,677.10 patient refunds.	Motion by Terry Franklin, to approve the Financial Reports for January 2022, seconded by John Myrick as presented. No opposition, motion carries.

Agenda Item	Presentation/Discussion	Action Taken
2022 Budget Process	Ms. Gilsan presented information on how the Budget Process would be calculated and the factor that would be considered. Mr. Cox, Mr. Garza and Mr. Franklin have volunteered to be the 3 board members that will review the draft budget with leadership. Review will be March 22nd at 10am.	
Organizational Chart	Ms. Cooke presented the revised Organizational Chart. We noticed a few position changes that were not noted last month when the Organizational Chart was presented.	Motion by Frances Hernandez, to approve the Revised Organizational Chart, seconded by Albert Garza. No opposition, motion carries.
Strategic Planning Conversation	Ms. Cooke presented information to discuss what direction do we want to take the hospital. Critical Access vs. PPS Reimbursement, new product lines, alternate funding options and addition of specialized providers were discussed. Discussion around these topics ensued at length. More information to be presented next month.	Motion by Terry Franklin, to approve Strategic Planning Conversation, seconded by John Myrick. No opposition, motion carries.
Administrative Report	<ol style="list-style-type: none"> <li>1. Quarterly Management Plan Goals Update - Ms. Cooke gave an update on the progress of the Management Plan Goals.</li> <li>2. ER Inspection - State will be here the week of March 7th for the final inspection. We will have a Ribbon Cutting on 3/28 at 10:30am before the Board meeting.</li> <li>3. COVID Update - Cases are decreasing. We have received 250 at home tests, you can pick some up in the clinic.</li> <li>4. Manager Retreat 2/16 - We held the retreat here at the hospital due to flooding at the Bush Convention Center. We have been notified that the center will be closed for repairs through June. Our March and May meetings will be held here as well.</li> <li>5. Credentialing - Will be credentialing some providers from Odessa to help support Robin.</li> <li>6. Breaker Replacement - The breakers that were approved at the January meeting were replaced. While the breaker was being replaced the CT Scanner was added to the emergency power. We did realize the fire suppression system is not on emergency power so we are getting quotes on adding a generator for that system.</li> <li>7. Coffee Bar - We will be having a coffee bar on Feb 23rd as a thank you to our employees.</li> <li>8. We have a Health Fair scheduled at the Community Center on March 17th - 10am - 3:00pm.</li> <li>9. Skills Fair - We have a Skills Fair scheduled for April 12th - 15, this is for our employees to get the required annual training.</li> <li>10. Risk Management - New Risk Management Software should be fully implemented and ready to use on March 3rd.</li> <li>11. Omnicell - New Omnicells are scheduled to be delivered and installed first week of March.</li> <li>12. HPG Purchasing Contract is implemented.</li> <li>13. Doctor Day is scheduled for March 30th, we will have a lunch for the providers</li> <li>14. March 28th is the Chamber Banquet.</li> <li>15. Kasey Ramirez has joined Robin's group. She will work the hospital side for the first 3 months then start in the clinic.</li> <li>16. We are looking for education opportunities for employees get that back going.</li> <li>17. 2022-2023 Management Plan discussed</li> </ol>	Motion by John Myrick, to approve the Administrative Report, seconded by Albert Garza. No opposition, motion carries.
Clinic Update	Ms. Cooke stated during the months of September - December the clinic received 8,000 incoming calls per month, in January they received 10,000 incoming calls. To help with the increase of call volume, 3 new positions have been added - 1 registration clerk, 1 phone receptionist and 1 referral clerk, to help free up the provider nurses.	Motion by Terry Franklin, to approve Board Self-Evaluation and Action Plan, seconded by Frances Hernandez. No opposition, motion carries.
Adjourn to Executive Session	Nothing to discuss.	
Adjourn Meeting at 1:12pm.		Motion was made by Terry Franklin, seconded by John Myrick to adjourn meeting. No opposition, motion carries.

  
 Board of Directors President  
  
 Board of Directors Secretary