

Martin County Hospital District  
Board of Directors Meeting  
Monday, August 29, 2022

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

Members Absent: None

Hospital Staff Present: Nancy Cooke, Becky Brandon, Freddy Olivarez, Tara Lopez, Corina Mckiski, Dr. Cargill, Linda Pierce, Tonya Gilsan, Lisa Bibb, Tamara Sanford

Other Attendees: Brian Jackson - Hospital Attorney, Bill Parsons and Justin - Vandergriff Architects

Meeting called to Order at 11:35am by Board President Morgan Cox.

Agenda Item	Presentation/Discussion	Action Taken
Reading and Approval of Minutes from July 25, 2022	Minutes reviewed with no corrections.	Motion by John Myrick to approve the minutes from the July 25, 2022 meeting with no corrections, seconded by Frances Hernandez. No opposition, motion carries.
Reading and Approval of Minutes from August 16, 2022	Minutes reviewed with no corrections.	Motion by John Myrick to approve the minutes from the August 16, 2022 Tax Hearing meeting with no corrections, seconded by Frances Hernandez. No opposition, motion carries.
Public Comment	None	
2022 Tax Rate Adoption	I move that the property tax rate be increased by the adoption of a tax rate of .129070, which is effectively a 7.9 % percent increase in the tax rate." (the percentage increase is the percentage of additional \$ you will collect as opposed to last year	Motion by Terry Franklin to set the 2022 Tax Rate at .129070, seconded by John Myrick. No opposition, motion carries.
Medical Staff Report	Dr. Cargill gave a summary of the medical staff report. Emergency Room staff working to decrease the length of stay time.	Motion was made by Frances Hernandez, seconded by Albert Garza, to approve the Medical Staff Report. No opposition, motion carries.
Medical Staff Privileges and Terminations	<p>Ms. Pierce presented the providers for Appointment, Re-appointment and Expiring Terms, listed</p> <p><b>Appointment:</b> Bradley Nowack, MD - Diagnostic Radiologist - Abilene Radiology</p> <p><b>Re-appointments: None</b></p> <p><b>Expiring Privileges:</b> Scott Garoutte, MD - Abilene Radiology Glen Pu, MD - Abilene Radiology Montadher Alwanzi, MD - Concord Perry Bassett, MD - Concord James Desantis, MD - Concord William Garre, MD - Concord Siavash Shahbodaghi, MD - Concord</p>	Motion was made by Terry Franklin, seconded by Clay Parker, to approve the appointments, re-appointments and expiring providers as presented. No opposition, motion carries.
Strategic Initiatives		
Presentation on Master Site Plan	Mr. Parsons from Vandergriff Architects gave a detailed presentation on the preliminary drawings of the Medical Office Building Construction and the proposed hospital remodel. Lengthy discussion ensued around the different phases, total cost and time frame to complete. Administration and Board will meet to discuss further.	
Community Outreach Plan	Ms. Brandon and Ms. McKiski have been working on this plan and presented to the Board for approval.	Motion was made by John Myrick, seconded by Terry Franklin, to approve the Community Outreach Plan as presented. No opposition,
Feasibility Study for Assisted Living and Long Term Care	Ms. Cooke stated we received two proposals for feasibility studies. The first from LTCM - Loree Tamayo prepared the assisted living feasibility study that was done in 2018. She can update that study at an estimated cost of \$4,000. The second proposal is from Advis. Advis is a healthcare consulting firm that performs regulatory compliance reviews financial support and feasibility studies, and other consulting and support services. Their proposal is to conduct the feasibility need analysis, market assessment to determine projected need and size. They will then perform the financial summary/proforma. The cost is \$20,000, plus travel costs. Ms. Cooke recommends to hire Advis due to the study being a more comprehensive study.	Motion was made by Albert Garza, seconded by Frances Hernandez, to approve the proposal from Advis for the Feasibility Study for Assisted Living and Long Term Care in the amount of \$20,000 plus travel costs. No opposition, motion carries.
Update Cash Flow	Ms. Gilsan presented an updated cash flow statement to the Board for review.	
Updates on Other Initiatives	Ms. Pierce updated the Board on the Patient Experience Committee, Trauma Designation, the Swing Bed Program Open Houses held in August and the Interns we had working with us over the summer.	
Quality Assurance Dashboards	Ms. McKiski reviewed the progress on current projects, discussed projects that would be retiring and replaced with new projects.	Motion was made by Clay Parker, seconded by Albert Garza, to approve the Quality Assurance Dashboard. No opposition, motion
Departmental Reports: CNO Report	Ms. Pierce updated the Board on Staffing Needs, Implementation of ICU Medical IV Pumps, ER Census and Monthly Admissions. Ms. Pierce stated we will hold a Medicare Education Class September 15th at 12:00pm at the Senior Center and another on September 22 at 2:00pm here at the hospital. Ms. Pierce presented the Press Ganey results for review.	Motion was made by Terry Franklin, seconded by John Myrick, to approve the CNO Report. No opposition, motion carries.

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Departmental Reports - Annual Clinic Report	Ms. Brandon presented the Annual Clinic Report for review. Ms. Brandon stated Regulatory Requirements have changed this report from Annual to Bi-Annual. Ms. Brandon stated the clinic faced several issues over the past year due to COVID. She gave an update on the School Based Clinic Enrollments, last year there were a total of 264 enrollees and we are already over 600 for	Motion was made by John Myrick, seconded by Clay Parker, to approve the Annual Clinic Report. No opposition, motion carries.
Policies: Capitalization Policy Policies: Pain Management Policy Policies: EMS Policies: Infection Control Policies: Rural Health Clinic	Ms. Gilsan stated this is a new policy to define the capital asset and set thresholds. Also to ensure capital assets are properly recorded and depreciated and comply with state and federal regulations. Ms. McKiski stated this is a new policy to outline the policies and procedures of the Pain Management Program. Ms. McKiski presented the revisions to this existing policy. The changes clarify who can witness a narcotic waste and the process for replacing medications and supplies. Ms. McKiski presented the revisions to this existing policy. The changes clarify who is responsible for hospital waste, goals of the plan and performance standards. Ms. Brandon presented minor revisions to RHC-126 and a new policy RHC-135 for review and approval. Ms. Brandon stated the Consent to Treat policy was removed from RHC-126 and made into a policy.	Motion was made by Albert Garza, seconded by Terry Franklin, to approve the Policies as presented. No opposition, motion carries.
Contracts: Linda Pierce, FNP-C	Tabled until after Executive Session	
Contracts: Amendment to Midland Pathologists	Ms. Cooke stated the existing contract with Midland Pathologist, PA was signed in 2011. Mr. Jackson has reviewed the contract and determined that there are no changes needed. Dr. Fries serves as the Medical Director for the Laboratory and Blood Gas Lab. He is very responsive to staff and medical staff questions and requests. His leadership for the lab throughout the COVID-19 pandemic has been invaluable. He has requested that the monthly fee be increased from \$1,500 to \$3,000. This falls within the fair market valuation for these services.	Motion was made by Albert Garza, seconded by Clay Parker, to approve the contract with Midland Pathologists as presented. No opposition, motion carries.
Equipment: Air Handler Unit Controls	Ms. Cooke presented this equipment for purchase stating the current vendor has proprietary software limiting usage for plant Operations and any change is a cost to the facility. Changing the software will create flexibility and decrease the delay time to correct service issues and troubleshoot problems. The total cost is \$41,500 and is a budgeted item.	
Equipment: Carts for Med/Surg and ED	Ms. Cooke stated the current carts use the laptop screen for viewing. These screens are small, and this size, combined with the small font of Cerner, make it difficult for some employees to view the information correctly. The 5 carts that are proposed for purchase, allow for the use of a separate screen. These screens are 22" screens and will make it easier for staff to see their work. The cost for 5 carts is \$22,470.00. These carts were not included in this year's budget, but would enhance patient safety as well as employee satisfaction.	Motion was made by Albert Garza, seconded by Frances Hernandez, to approve the equipment purchases as presented. No opposition, motion carries.
Equipment: Equipment for Television Services	Ms. Cooke stated with WesTex no longer providing cable services, it is necessary to obtain television services elsewhere. To do so, new switches must be installed to access satellite signals. The cost of the switches is \$16,833 and the installation cost is \$20,000. Additionally, there will be an ongoing \$737.30 monthly charge for the satellite signal. Due to the time sensitivity of this purchase, I approved purchase on August 11. I would like to Board to ratify this purchase.	
Equipment: Vandergriff Group Letter of Intent for Emergency Generator and Window Replacement	Ms. Cooke stated There are two capital projects for which bid specifications need to be developed. Window replacement on the nursing unit and installation of a second emergency generator and miscellaneous electrical revisions/additions Vandergriff Group will develop these bid specifications. Since these fees are a part of larger projects, they are being presented for Board approval. The fees are: Window Replacement \$6,000 and Generator \$15,000. These fees include the MEP services.	Motion was made by Albert Garza, seconded by Frances Hernandez, to approve the equipment purchases as presented. No opposition, motion carries.
CFO Report	Ms. Gilsan presented the Financial Statements for the month ended July 31, 2022 for review. She noted that cash on hand for July was 587 days. July Restricted cash totaled \$2,350,496. Total patient revenue for July was \$3,739,271. July Cash Disbursement totaled \$1,396,727.44 which included \$9,763.83 of patient refunds.	Motion by Frances Hernandez, to approve the Financial Reports for July 2022, seconded by Albert Garza. No opposition, motion carries.
Administrative Report	1. Employee of the Month for July - Michael Silva, EVS 2. 2nd Quarter Mission Awards - Todd Calvert, Randy Dosier and Mariano Hernandez 3. We conducted our second active shooter drill which involved local first responders. The drill went well and learned of opportunities to improve. 4. Will work on application for Marie Hall to be submitted in January. 5. Flu Shots will be available for Board members at the next meeting. 6. Quarterly Management Plan Update - Ms. Cooke gave a brief update on the status of the management plan. We have been working on the plan, still have some work to do.	Motion by Terry Franklin, to approve the Administrative Report, seconded by John Myrick. No opposition, motion carries.
Adjourn to Executive Session at 2:20p.m.		
Reconvene to Open Session at 3:05pm		
Motion on Items Discussed in Executive Session		

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Texas Government Code 551.072; Deliberation Regarding Real Property		Motion by John Myrick, to approve the purchase of property, seconded by Frances Hernandez. Terry Franklin abstained from the vote, motion carries.
Texas Government Code 551.074; Personnel Matters	Linda Pierce, FNP-C Contract	Motion by Terry Franklin, to approve the contract renewal for Linda Pierce, FNP-C, seconded by John Myrick. No opposition, motion carries.
Discussion and Possible Amendment to CEO		Motion was made by Terry Franklin to approve Amendment to CEO Contract, seconded by John Myrick. No opposition, motion carries.
Adjourn Meeting at 3:08pm		Motion by Albert Garza, to adjourn meeting, seconded by Frances Hernandez. No opposition, motion carries.

  
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 Board of Directors President

  
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 Board of Directors Secretary