



Board of Directors
Regular Board Meeting
Monday, August 28, 2023

Attendees:

Morgan Cox, President
Albert Garza, Vice President
John Myrick, Secretary
Terry Franklin, Member
Clay Parker, Member
Frances Hernandez, Member
Brian Jackson, Hospital Attorney
Mark Salcone, DO - Chief of Staff

Nancy Cooke, CEO
Tonya Glisan, CFO
Linda Pierce, CNO
Lisa Bibb, Director Human Resources
Rebecca Brandon, Director of Rural Clinic
Michael Sechrest, Director of Quality
Tamara Sanford, Administrative Assistant

Other Guests:

Hillary Alaniz, RN

I. **Call to order:** Mr. Cox called the meeting to order at 11:30am.

II. **Approval of Minutes:**

- **July 31, 2023 – Regular Board Meeting:** Minutes were reviewed. Motion was made by Ms. Hernandez, seconded by Mr. Franklin to approve the minutes as presented. Motion carries unanimously.
- **August 7, 2023 – Special Tax Meeting:** Minutes were reviewed. Motion was made by Mr. Myrick, seconded by Mr. Parker to approve the minutes as presented. Motion carries unanimously.

III. **Public Comment:** None present.

IV. **2023 Tax Rate Adoption** – Board adopts the 2023 Tax Rate as .116961.

Motion was made by Mr. Parker, seconded by Mr. Franklin to adopt the 2023 Tax Rate at .116961.
Motion carried unanimously.

V. **Medical Staff Report – Mark Salcone, DO:**

- a. **Board Report** - Dr. Salcone gave a report from the monthly Medical Staff meeting. Motion was made by Ms. Hernandez, seconded by Mr. Garza to approve the Medical Staff Report for June. Motion carried unanimously.

- VI. Medical Staff Privileges, Resignations and Terminations – Linda Pierce:** Ms. Pierce presented the following providers for approval:

Appointments

- Douglas Hughes, MD – Diagnostic Radiology – Abilene Radiology
- Lark Olivas, FNP-C – Family Practice – MCHD
- Kristine Scott, CRNA – Anesthesiology - MCHD

Re-Appointments

- John Hays, MD – Diagnostic Radiology – Abilene Radiology

Expired Providers

- Brian Middlebrook, DPM – Podiatry - MCHD

Motion was made by Mr. Garza, seconded by Mr. Myrick to approve the Medical Staff Privileges, Resignations and Terminations as presented. Motion carried unanimously.

- VII. Strategic Initiatives – Nancy Cooke:**

- Update on Plans to Construct New Clinic and Other Space as needed for Hospital District growth –**
 - **MOB** - Ms. Cooke stated will have meetings with architects this week to discuss signage. Working with Dr. Gray to get his requests to the architects. We should have final plans to present to the Board for approval at the September meeting and out for bid in October.
- Propose Names for Foundation Board – Ms. Cooke:** Ms. Cooke presented the Foundation Code of Ethics, Mission Statement and Requirements for Board Members for review. We are waiting on our 501c3 designation to move forward with the formation of the board.
- Updated Cash Flow Prediction – Ms. Glisan:** Ms. Glisan presented the projected cash flow for 2024 – 2027 for review.
- Community Outreach Plan Update –** Ms. Cooke discussed all the Community projects we have been involved with the last 12 months.
- Updates on other initiatives –** None to report.

- VIII. Quality Assurance – Michael Sechrest:** Ms. Sechrest gave an update on the 2023 Quality projects.

Motion was made by Mr. Garza, seconded by Mr. Myrick to approve the Quality Assurance Report as presented. Motion carried unanimously.

- IX. Departmental Reports –**

- Quarterly CNO Report – Linda Pierce –** Ms. Pierce gave a report on staffing, education, and ER statistics, and patient satisfaction scores. Ms. Pierce also presented the names and personal statements from our summer interns.

Motion was made by Mr. Franklin, seconded by Mr. Parker to approve the CNO Quarterly Report, as presented. Motion carried unanimously.

- b. **Quarterly Patient Safety Report – Michael Sechrest** – Ms. Sechrest presented the quarterly report for review. Ms. Sechrest stated several departments are working on projects to improve procedures.

Motion was made by Mr. Parker, seconded by Mr. Myrick to approve the Patient Safety Quarterly Report, as presented. Motion carried unanimously.

X. **Discussion and Possible Action on Policies – Michael Sechrest:** Ms. Sechrest presented the Policy Logs for approval.

- **Administrative Policy and Procedure – Hospital Diversion** – Expired Policy that will be reinstated for when we have Structural Compromise or Exhaustion of Hospital or Emergency Resources.
- **EMS Policy and Procedure – Medications Notification Report per EMS Protocol** – Policy for procedure already in place.
- **HIM Policy and Procedure – Health Information Management General Operation** – Minor wording and grammar changes.
- **Pharmacy Policy and Procedure – Pharmacy 340B Policy** – Annual review, no changes.
- **Quality Policy and Procedure – Quality Plan Evaluation** – Annual review, no changes.

Motion was made by Mr. Franklin, seconded by Ms. Hernandez to approve the Policy and Procedure Logs as presented. Motion carried unanimously.

XI. **Contracts –**

- a. **Lamar Billboards - Nancy Cooke:** Ms. Cooke presented a contract renewal with Lamar Billboards to replace the billboards on East I-20 and West I-20. There is no increase in cost.
- b. **Amendment to PharMerica Hospital Pharmacy Service, LLC – Ms. Cooke:** Ms. Cooke stated we are adding a licensed pharmacist to the staff that will be an employee of PharMerica. This amendment provides for a full-time, on-site pharmacist to be present Monday through Friday. PharMerica will provide back-up coverage for vacations, CME, sick time, etc. This will be a pass-through cost of the salary and benefit cost with no mark-up. The Management fee is reduced from \$4,570 to \$3,850.
- c. **Transfer Agreement with West Wharton County Hospital-Buena Vida Nursing Home and Rehab Odessa – Nancy Cooke:** Ms. Cooke stated West Wharton County Hospital District dba Buena Vida Nursing & Rehab Odessa has requested a Transfer Agreement with MCHD. This is the standard agreement form The Texas Health and Human Services Commission.

Motion was made by Mr. Parker, seconded by Ms. Hernandez to approve the Contracts as presented. Motion carried unanimously.

XII. **Equipment – None.**

XIII. CFO Report – Tonya Glisan:

- **Financial Report** - Ms. Glisan presented the Financial Statements for the month ended July 31, 2023 for review. She stated cash on hand for July was 725 days. Total patient revenue was \$4,320,179.
- **July Cash Disbursement** – Ms. Glisan stated the cash disbursements totaled \$1,325,061.32, no patient refunds for July and credit card charges \$25,933.47.

Motion was made by Mr. Myrick, seconded by Mr. Franklin to approve the CFO Report as presented. Motion carried unanimously.

XIV. Quarterly Management Plan Update – Nancy Cooke: Ms. Cooke gave a brief update on the progress.

XV. Administrative Report – Nancy Cooke:

- Mr. Garza informed the Board that the Martin County Appraisal District is discussing the possibility of remodeling the existing offices or building a new building. He just wanted to get the Board members thinking about the project since it will be coming to a vote soon.
- Dr. Brantly, urologist will start September 11th. She has a full schedule and other scheduled days are filling up.
- Portable Buildings scheduled for end of September
- Jordan Lester, PharmD will start tomorrow as Director of the Pharmacy
- Chrissie Martin new Director of Emergency Room
- Melissa Lloyd, Director of Education will start on September 5th.
- Plant Operations has hired 2 new employees, since we have increased the number of campuses we have and the construction projects.
- Nancy out of the office for THA Retirement Board Meeting September 14 -15.
- EMS Bunkhouse flooring installation starting today.
- With our large autoclave out of order, we are using the smaller back-up unit. With the surgery volumes increasing the smaller machine has started to have issues. If the smaller unit goes down we will not be able to perform surgeries. The new large autoclave is not expected to arrive until November or December. I authorized the purchase of a new small autoclave in the amount of \$50,000. I will bring to the Board next month for ratification.

XVI. Adjourn to Executive Session: 12:44pm

XVII. Return to Open: 1:24pm. Nothing to discuss

XVIII. Adjourn Meeting: Motion was made by Mr. Garza, seconded by Ms. Hernandez to adjourn meeting at 1:27pm. Motion carried unanimously.



Morgan Cox, Board President

9-25-23
Date



John Myrick, Board Secretary

9/25/23
Date