



**Board of Directors
Regular Board Meeting
Monday, September 25, 2023**

Attendees:

Morgan Cox, President	Nancy Cooke, CEO
Albert Garza, Vice President	Tonya Glisan, CFO
John Myrick, Secretary	Linda Pierce, CNO
Terry Franklin, Member - Absent	Lisa Bibb, Director Human Resources
Clay Parker, Member	Rebecca Brandon, Director of Rural Clinic
Frances Hernandez, Member - Absent	Michael Sechrest, Director of Quality
Brian Jackson, Hospital Attorney	Tamara Sanford, Administrative Assistant
Mark Salcone, DO - Chief of Staff	

Other Guests:

Joan Harrison, RN – Home Health Administrator
Bill Parsons, Vandergriff Architects
Randall Thompson, Vandergriff Architects

- I. **Call to order:** Mr. Cox called the meeting to order at 11:35am. No quorum present. Will wait for Mr. Parker to arrive. Committee will hear reports that do not require a vote until Mr. Parker arrives.
- II. **Public Comment:** None present.
- III. **Departmental Reports –**
 - a. **Quarterly Home Health Report – Joan Harrison:** Ms. Harrison presented the quarterly report. Open House to be scheduled since they are now in their new building.
- IV. **Administrative Report – Nancy Cooke:**
 - Michael will be out on FMLA after today until Mid-November.
 - Linda and Tara will travel to Kansas City to accept our Top 20 award later this week.
 - Thank you for allowing me to be a part of the THA Retirement Board, had a great meeting earlier this month. I learned a lot.
 - Dr. Brantly here today seeing patients, she has been a great addition to the staff already.
 - American Heart Association partnering with MCHD for CPR training at Stanton, Grady and Garden City schools.
 - MCH providers in the credentialing process, will begin working on equipment set-up.
 - Portable Buildings are scheduled to arrive this week.
 - Lab Consultant here this week, to review operational procedures.
 - Flu shots here starting next week, will be available every Friday in October. Let us know if you would like to get one.

- Consider moving November 27th Board meeting to December 4th due to Thanksgiving.

Mr. Parker arrived. Quorum present – 11:59am.

V. Approval of Minutes:

- **August 28, 2023 – Tax Hearing Meeting:** Minutes were reviewed. Motion was made by Mr. Myrick, seconded by Mr. Garza to approve the minutes as presented. Motion carries unanimously.
- **August 28, 2023 – Regular Board Meeting:** Minutes were reviewed. Motion was made by Mr. Myrick, seconded by Mr. Garza to approve the minutes as presented. Motion carries unanimously.

VI. Strategic Initiatives – Nancy Cooke:

- a. Update on Plans to Construct New Clinic and Other Space as needed for Hospital District growth –**
 - 1. MOB –** Mr. Parsons and Mr. Thompson with VGA, presented final plans and color palette for the Medical Office Building. Lengthy discussion around colors, flooring and signage. Project calendar was given to the Board.
 - 2. Authorize staff to solicit proposals for Medical Office Building Construction –** Motion was made by Mr. Parker, seconded by Mr. Garza to authorize staff to solicit proposals for Medical Office Building Construction. Motion carries unanimously.
- b. Updates on other initiatives –** None to report.

VII. Medical Staff Report – Mark Salcone, DO: Dr. Salcone gave a report from the monthly Medical Staff meeting. Dr. Salcone reported on departmental statistics and reporting. Emergency room visits increased to 503 in the month of August.

Motion was made by Mr. Parker, seconded by Mr. Garza to approve the Medical Staff Report for September. Motion carried unanimously.

VIII. Medical Staff Privileges, Resignations and Terminations – Linda Pierce: None.

IX. Quality Assurance – Michael Sechrest: Ms. Sechrest gave an update on the 2023 Quality projects. Ms. Sechrest discussed 54 quality measures across 22 areas of care and presented the Contracted Services List for annual review and approval.

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

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

- **Business Office Policy and Procedure – Billing and Collections –** Revised to be in compliance with Texas SB 490 effective September 1, 2023.
- **Cardiopulmonary Policy and Procedure – Cardiac Holter Monitor –** New Policy for new product line.

- **Patient Safety Policy and Procedure – Patient Safety Program** – Specify that meetings are to be held at least quarterly.

Motion was made by Mr. Myrick, seconded by Mr. Garza to approve the Policy and Procedure Logs as presented. Motion carried unanimously.

XI. Contracts – Amend Keith Gist, CRNA Contract - Nancy Cooke: Tabled to Executive.

XII. Equipment – None.

- a. **Amsco 400 Steam Sterilizer – Nancy Cooke:** Ms. Cooke stated this is request to replace the small back-up autoclave. While waiting on the large autoclave to arrive, Sterile Processing was using this as our main sterilizer. This unit started leaking and needing repairs. The Board was notified of this purchase last month and the unit has been ordered, asking for ratification of the purchase. The cost of this unit is \$48,827.48.

Motion was made by Mr. Garza, seconded by Mr. Parker to approve the purchase of the Amsco 400 Steam Sterilizer in the amount of \$48,827.48 as presented. Motion carried unanimously.

XIII. Grant Utility Easement to City of Stanton – Nancy Cooke: Ms. Cooke presented the easement for review. After lengthy discussion, the item was tabled until more information is obtained from the City as to the specific request location.

Motion was made by Mr. Garza, seconded by Mr. Parker to table item until more information is obtained. Motion carried unanimously.

XIV. Approve Disposal of Surplus Ambulances – Nancy Cooke: Ms. Cooke stated we are requesting approval to sell five ambulances that are no longer in use. List of ambulances provided for review. Ms. Cooke stated we have an offer in the amount of \$4000 to purchase the 2012 unit that has mechanical issues.

Motion was made by Mr. Myrick seconded by Mr. Parker to sell that unit for \$4000 as presented. Motion carried unanimously.

The Board stated the remaining four units on the list should be sold by sealed bids. It is requested to initiate the bid process with a 10-30 deadline to receive sealed bids.

Motion was made by Mr. Parker seconded by Mr. Garza to sell the remaining four surplus ambulances on the presented list be sold through the legal bid process. Motion carried unanimously.

XV. Market Adjustments for – Laboratory Services – Nancy Cooke: Ms. Cooke stated we would like to increase the Laboratory rates to be competitive with other local entities. The total of the increase would be \$50,000 annually which is a \$3.00/hour increase.

Motion was made by Mr. Garza seconded by Mr. Myrick to authorize the Market Adjustments for Laboratory Services in the amount of \$50,000 annually. Motion carried unanimously.

XVI. CFO Report – Tonya Glisan:

- **Financial Report** - Ms. Glisan presented the Financial Statements for the month ended August 31, 2023 for review. She stated cash on hand for August was 724 days. Total patient revenue was \$3,924,598.
- **August Cash Disbursement** – Ms. Glisan stated the cash disbursements totaled \$2,196,654.90, no patient refunds for August and credit card charges \$43,993.79.
- **Revised Capital Budget** – Ms. Glisan presented the revised capital budget for review. For informational purposes.
- **Cost Report** – Ms. Glisan stated we are waiting on the final report.

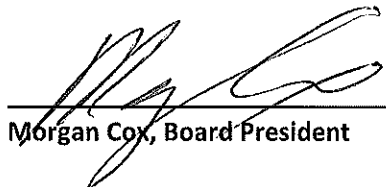
Motion was made by Mr. Myrick, seconded by Mr. Franklin to approve the CFO Report as presented. Motion carried unanimously.

XVII. Adjourn to Executive Session: 1:27pm

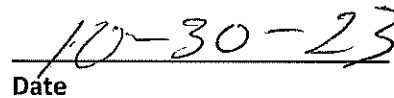
XVIII. Return to Open: 1:52pm.

Amend Keith Gist, CRNA Contract - Motion was made by Mr. Myrick, seconded by Mr. Garza to approve **Amendment to Keith Gist, CRNA Contract** as discussed. Motion carried unanimously.

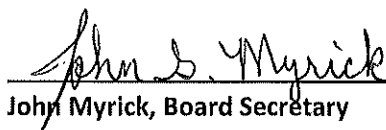
XIX. Adjourn Meeting: Motion was made by Mr. Parker, seconded by Mr. Garza to adjourn meeting at 1:55pm. Motion carried unanimously.



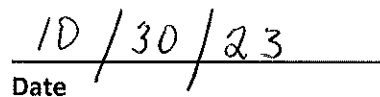
Morgan Cox, Board President



Date



John Myrick, Board Secretary



Date