



**Board of Directors  
Regular Board Meeting  
Monday, April 29, 2024**

**Attendees:**

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

**Other Guests:**

- I. **Call to order:** Mr. Cox called the meeting to order at 11:30am.
- II. **Approval of Minutes:**
  - **March 25, 2024:** Minutes were reviewed. Motion was made by Ms. Hernandez, seconded by Mr. Garza to approve the minutes as presented. Motion carries unanimously.
- III. **Public Comment:** None present.
- IV. **Medical Staff Report – Mark Salcone, DO - Chief of Staff:** Dr. Salcone gave a report from the monthly Medical Staff meeting. Dr. Salcone reported on departmental statistics and reporting. Emergency room visits increased from 615 in February to 622 in March.

Motion was made by Mr. Franklin, seconded by Ms. Hernandez to approve the Medical Staff Report. Motion carried unanimously.

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

**Appointments**

- Brian Middlebrook, DPM - MCHD - Active

**Re-Appointments**

- None

**Expired Providers**

- Nathan Schafer, CRNA – MCHD - Expired

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

- VI. Home Health Annual Board Orientation – Joan Harrison:** Ms. Harrison reviewed the Annual Report for the Board members as required.

Motion was made by Ms. Hernandez, seconded by Mr. Franklin to approve the Annual Home Health Orientation. Motion carried unanimously.

**VII. Strategic Initiatives – Nancy Cooke:**

- a. Update on Plans to Construct New Clinic and Other Space as needed for Hospital District growth –**

- Nursing Unit Window Project – Tentative start date is May 22.
- EMS Barn – utilities will start now with Oncor, Westex and water.

- b. Oncor Easement Options for MOB – Ms. Cooke:** Oncor is requesting a new easement to provide power to the new MOB - 3 options discussed, #1 - Along the I20 frontage road in front of the hospital, #2 – Behind Sheriff Office to back of the Jones’ property, #3 – Along the South property line of the Farmhouse across the East property of the Farmhouse. After discussion, option #3 was decided to be the best route for the easement.

Motion was made by Mr. Franklin, seconded by Mr. Garza to approve the Oncor Easement Option 3. Motion carried unanimously.

- c. Updates on other initiatives –** None to report.

- VIII. Quality Assurance Report – Michael Sechrest:** Ms. Sechrest presented the monthly Quality Dashboard for March 2024. Project progress was discussed.

Motion was made by Mr. Franklin, seconded by Ms. Hernandez to approve the Quality Report as presented. Motion carried unanimously.

**IX. Departmental Reports**

- a. Quarterly Clinic Report – Rebecca Brandon:** Ms. Brandon reported on volumes for the Clinic and School Based program. Updated on staffing needs, community outreach projects and the Specialty Clinic Services.

Motion was made by Mr. Franklin, seconded by Mr. Garza to approve the Quarterly Clinic Report. Motion carried unanimously.

- b. Quarterly Compliance Report – Lisa Bibb:** Ms. Bibb reviewed the first quarter compliance report. Compliance dashboard was discussed. There were not any hot line or compliance related calls for the quarter.

Motion was made by Mr. Garza, seconded by Mr. Franklin to approve the Quarterly Compliance Report. Motion carried unanimously.

- c. Quarterly EMS Report – Kip Wood:** Mr. Wood reported on 281 activations, 165 transports and 84 transfers for the first quarter. Reported calls per quadrant, staffing needs and education / training projects.

- f. **Allied Bio Hazard Waste Disposal – Nancy Cooke:** Ms. Cooke stated Allied Holdings Group, LLC is a company that picks up and disposes of medical waste. They will provide pick up 5 days per week. Due to limited storage space, this will help staff better manage this process. Stericycle is the current vendor, and will only provide service once per week. The cost is \$1,100 per month less, than current contract.

Motion was made by Mr. Franklin, seconded by Mr. Garza to approve all Contracts with legal review and approval. Motion carried unanimously.

**XII. Equipment –**

- a. **Nihon Kodin Monitors for Emergency Department, Operating Room, Pre-Op/PACU – Nancy Cooke:** Ms. Cooke stated it is time to replace the monitoring systems in the Emergency Department, Operating Room and PreOp/PACU. The current units are at end of life and can no longer be serviced or updated. This has been a budgeted item for several years. The cost is \$128,328.62.

Motion was made by Mr. Franklin, seconded by Ms. Hernandez to approve the purchase of the Nihon Kodin Monitors as presented. Motion carried unanimously.

**XIII. Donation and/or sale of Two RV's – Ms. Cooke:** Tabled to May.

**XIV. CFO Report – Tonya Glisan:**

- a. **Financial Report -** Ms. Glisan presented the Financial Statements for the month ended March 30, 2024 for review.
- b. **March Cash Disbursement –** Ms. Glisan stated the cash disbursements totaled \$2,010,937.65 and credit card charges \$24,312.20.
- c. **Budget for Fiscal Year 2024 - 2025 – Tonya Glisan:** Ms. Glisan presented the Budget for approval.

Motion was made by Mr. Garza, seconded by Ms. Hernandez to approve the CFO Report and 2024-2025 Budget as presented. Motion carried unanimously.

**XV. Approve Management Plan for 2024/2025 – Nancy Cooke:** Ms. Cooke presented the 2024/2025 Management Plan for approval.

Motion was made by Mr. Franklin, seconded by Mr. Garza to approve the 2024/2025 Management Plan as presented. Motion carried unanimously.

**XVI. Staff Retention Payment – Nancy Cooke:** Ms. Cooke presented the option to the Board to distribute a staff retention payment as they have approved in the past.

Motion was made by Ms. Hernandez, seconded by Mr. Garza to approve Staff Retention Payment. Motion carried unanimously.

**XVII. Consider Date Change for May Meeting – Nancy Cooke:** Ms. Cooke asked the Board if they would like to move the May Board meeting due to the holiday. Committee decided to move meeting to May 28<sup>th</sup>.

Motion was made by Mr. Garza, seconded by Mr. Franklin to move the May Board Meeting to May 28, 2024. Motion carried unanimously.

**XVIII. Administrative Report – Nancy Cooke:**

- Laboratory COLA survey was conducted on April 16 and 17. Results – Score of 99. Congratulations to both the laboratory and cardiopulmonary staff for an excellent survey.
- Lisa Bibb has announced her retirement. Last Day is June 6
- Department of State Health Services performed a brief review on April 15. It was prompted by a patient complaint. The complaint was closed with no findings.
- Dr. Juan has submitted his resignation, effective December 31. Currently formulating plan to transition his patients to other providers.
- Mr. Cox and I attended the Commissioner’s Court meeting on April 9. I provided an operational and financial update.
- Skills Fair for nursing personnel was held at the Community Center on April 23-25. Staff did an excellent job planning and executing this annual educational session.
- Kaci Morris, District Field Representative with Congressman Joday Arrington’s office, visited on April 23. She was given a tour of the facility. I also reviewed the power point presentation that was prepared for the Founder’s Round Table which detailed our growth, projected growth and plans for future expansion.
  - Ms. Cooke asked the Board if they would be willing to financially support the EMS Station if it wasn’t fully funded by the grant. Board agreed to fund.

Motion was made by Mr. Franklin, seconded by Mr. Garza, to financially fund the EMS Station if needed. The action will be ratified at the next regularly scheduled meeting which will be May 28, 2024.

- Oracle staff are here this week to work with staff for the SEED (Sustainable Employee Education Development) workshop.
- THA Retirement Plan Board meeting is scheduled for Friday, May 10. I will be out of the office.
- Reminder! MCHS Regional Board Workshop – May 16
- We have started the process to change from Milliman to Empower as the Record Keeper on Retirement Plan – Completion Date Mid-July.
- Hospital Week activities – week of May 13<sup>th</sup>.
- Formational meeting for Foundation Board tomorrow at 5:30.

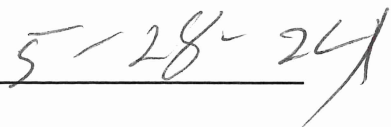
**XIX. Adjourn to Executive: 12:40pm.**

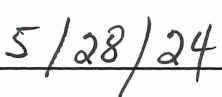
**XX. Return to Open Session: 1:23pm.**

**XXI. Adjourn Meeting:** Motion was made by Mr. Garza, seconded by Ms. Hernandez to adjourn meeting at 1:24pm. Motion carried unanimously.

  
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Morgan Cox, Board President

  
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John Myrick, Board Secretary

  
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