

Hemphill County Hospital District

Board of Directors Meeting

January 21, 2020

Members

Cory Pittman, Board President
Christy Francis, CEO and Board Secretary
Colby Leach
Sharon Carr

Administration

Bob Ericson, Chief Financial Officer
Debra Sappenfield, Chief Clinical Officer

Directors and Coordinators

Melissa Eagan, Executive Assistant
Kelsey Haley, Informatics Nurse and Quality Director
Katelyn Booze, Director of Nursing
Rich Henkel, HCHD EMS Director
Terrell Thomas, Edward Abraham Memorial Home Administrator
Vanessa Gonzalez, EVS/Dietary Director
Janna Markham, Physical Therapy Director
Melissa Bundy, RHC Director
Christie Peery, PFS Director
Sondra Hill, Mesa View Director

Guests

Cathy Ricketts, Canadian Record
Chris Cole, Action Pact- joined by Phone

I. Call to Order

Cory Pittman called the meeting to order at 5:00 pm in the HCH Board Room and offered the opening Prayer.

II. Approval of Minutes

Minutes from December 17th were presented. MOTION MADE by Mike Gardiner to approve the minutes presented as written, seconded by Colby Leach and carried to approve.

III. Public Comment

Let the record reflect no public comment was made.

IV. Medical Staff Reports

Debra Sappenfield presented the Medical Staff Report. See attached.

V. Administrative/Financial Reports

Mesa View –Sondra Hill stated the current census is 16 residents in the assisted living and two in cottages. Financials and statistics were presented by Bob Ericson.

Nursing Home –Terrell Thomas stated the census is at 28. Financials and statistics were presented by Bob Ericson.

Hospital –Christy Francis informed the board that the Board of Directors Election will take place on May 2, 2020. The first day to file for a place on the ballot was on January 15th. The deadline to file for a position on the board is February 14th at 5:00PM. This year, Sharon Carr and Karen Gullett are up for election. Christy stated the 2020 Health Fair is scheduled for March 26, 2020, 8:00AM-12:00PM in the lobby of the hospital. Financials and statistics were presented by Bob Ericson.

Canadian Family Physicians Clinic- Melissa Bundy stated the clinic began accepting walk in sick visits on Monday and Friday morning for one hour with Dr. Anna Isaacs. Within 6 days of offering this service they were able to see 22 patients total. Financials and Statistics were presented by Bob Ericson.

Harvester Health and Wellness Clinic- Melissa Bundy stated the two providers at Harvester Health are seeing an average of 40-50 patients each day. Financials and Statistics were presented by Bob Ericson.

VI. Old Business

Nursing Home Construction Update- Christy Francis stated this will be reviewed in new business.

VII. New Business

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Change Order #3 for Nursing Home Construction Project- Chris Cole joined by phone and presented the change order #3. Chris discussed the changes were ultimately due to the review by the State of Texas that resulted in requiring Action Pact to build the nursing home as a commercial property instead of residential like originally planned. This change required Action Pact to make additional changes to the facility. See attached. MOTION WAS MADE BY Mike Gardiner to approve as presented, seconded by Colby Leach and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Order of Election for Hemphill County Hospital District Board of Directors- The Hemphill County Board of Directors Election is set for May 2, 2020. Sharon Carr and Karen Gullett are up for re-election. MOTION WAS MADE BY Colby Leach to approve the Order of Election, seconded by Sharon Carr and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Appoint an Election Clerk- MOTION WAS MADE BY Colby leach to appoint Melissa Eagan as the Hemphill County Hospital District's Election Clerk, seconded by Mike Gardiner and carried to approve.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Resolution and Joint Election Agreement with Hemphill County Underground Water Conservation District, City of Canadian, and Canadian ISD- The agreement was reviewed. Christy Francis stated there was one change to the agreement this year that allows the Election Judge to appoint twelve election clerks instead of eight clerks in previous years. MOTION WAS MADE BY Mike Gardiner to approve as presented, seconded by Colby Leach and carried to approve.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Appoint Election Judge and Assistants- MOTION WAS MADE BY Mike Gardiner to appoint Janice Schaefer as Election Judge and allow her to appoint the election clerks as needed, seconded by Sharon Carr and carried to approve.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Policy and Procedures for Dietary, EVS, QAPI, Hospice- Policy and Procedures were reviewed. MOTION WAS MADE BY Sharon Carr to approve as presented, seconded by Colby Leach and carried to approve.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Election of Medical Staff Officers and Committee Assignments- Christy Francis stated there are no changes to the Medical Staff Officers and Committee Assignments. MOTION WAS MADE BY Mike Gardiner to approve as presented, seconded by Colby Leach and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Medical Staff Bylaws- Christy Francis stated there are no changes to the Medical Staff Bylaws. MOTION WAS MADE BY Colby Leach to approve as presented, seconded by Sharon Carr and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Medical Staff Rules and Regulations- Christy Francis stated there were no changes to the Medical Staff Rules and Regulations. MOTION WAS MADE BY Mike Gardiner to approve as presented, seconded by Sharon Carr and carried to approve.

VIII. Executive Session

Pursuant to Section 161.032 of the Texas Health & Safety Code, regarding Quality Assurance/Performance Improvement reports for Hemphill County Hospital, Canadian Family Physicians, Harvester Health and Wellness, Hemphill County Hospital Home Health Agency, Hemphill County Hospice, Hemphill County EMS, Edward Abraham Memorial Home, and Mesa View by Coordinator.- Entered into Executive session at 6:37pm. Presented by Kelsey Haley, Informatics Nurse and Director of Quality. For Information only.

Motion was made to come out of Executive Session at 7:12PM by Sharon Carr, seconded by Colby Leach and carried.


DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Quality Assurance/ Performance Improvement Reports by Coordinator- MOTION WAS MADE BY Sharon Carr to approve the reports for Hemphill County Hospital, Canadian Family Physicians, Harvester Health and Wellness, Hemphill County Hospital Home Health Agency including the annual Home Health QA Meeting Minutes, Hemphill County Hospice including the annual Hospice QA Meeting Minutes, Hemphill County EMS, Edward Abraham Memorial Home, and Mesa View as presented, seconded by Colby Leach and carried to approve.

IX. Adjournment

There being no further business, the meeting was adjourned at 7:12PM



Cory Pittman, President



Christy Francis, Secretary

02/18/2020
Date Approved