

Hemphill County Hospital District

Board of Directors Meeting

May 19, 2020

Members

Cory Pittman, Board President
Mike Gardiner, Board Vice-President
Christy Francis, CEO and Board Secretary
Colby Leach
Karen Gullett
Sharon Carr

Administration

Debra Sappenfield, Chief Clinical Officer

Directors and Coordinators

Melissa Eagan, Executive Assistant
Vanessa Gonzalez, EVS/Dietary Director
Lori Jack, Marketing Coordinator
Christie Peery, PFS Director
Sondra Hill, Mesa View Director
Rich Henkel, EMS Director
Kelsey Haley, QA Director
Pam Guillen, CFP Director
Melissa Bundy, RHC Director
Misty Spear, HHWC Director
Janna Markham, Physical Therapy Director
Lori Jack, Marketing Director

Guests

Cathy Ricketts, Canadian Record
Colette Valez
Kneeley Lawdermilk, Durbin & Company
Renaë Thomas, Thomas & Thomas Financial Management Services
Jennifer Cox, Thomas & Thomas Financial Management Services

I. Call to Order

Cory Pittman called the meeting to order at 5:06 P.M. via Zoom Teleconference and offered the opening Prayer.

II. Approval of Minutes

Minutes from April 28th presented. MOTION MADE by Sharon Carr to approve the minutes presented as written, seconded by Mike Gardiner and carried to approve.

III. Public Comment

Let the record reflect no public comment was made.

IV. Medical Staff Reports

Report presented by Debra Sappenfield. See attached.

V. Old Business

Nursing Home Construction Update- Christy Francis stated the building project is on time. This week the outside of the building is being painted. Christy encouraged everyone to drive by the worksite and see the progress that has been made.

VI. New Business

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Statement of Officers, Oath of Office, and Statement of Confidentiality – Christy Francis performed the Statement of Officers, Oath of Office, and Statement of Confidentiality for Sharon Carr and Karen Gullett. See attached.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Election of Officers- MOTION WAS MADE BY Sharon Carr to nominate Cory Pittman as Board President, Mike Gardiner as Board Vice-President, and Christy Francis as Board Secretary, seconded by Karen Gullett and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Loan Restructure Options through Happy State Bank – Christy Francis stated this item was tabled at the last Board meeting. Renae Thomas and Jennifer Cox reviewed the presentation from John Haley and recommended restructuring the loans. MOTION WAS MADE BY Mike Gardiner to approve the Happy State bank Loan restructure as recommended by Renae Thomas, seconded by Colby Leach and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Policy and Procedure Updates for Incident Reporting-ActionCue- Christy Francis stated the policy presented is for the new QA software that is also utilized for Incident Reporting. MOTION WAS MADE BY Colby Leach, seconded by Sharon Carr and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Reappointment Extension to Align with Bylaws for HCHD Providers Dr. George Cook, Dr. Cody Culwell, Dr. Valerie Verbi, Dr. Rick Siewert, Dr. Gary Frederick, Dr. Bill Isaacs, Dr. Anna Isaacs, Tiffany Potter, FNP-C, Morgan Rader, FNP-C, Jeanine Malone, FNP-C, Janet Bilyeu, FNP-C- Christy Francis stated the extension is just so the reappointment dates can align with the Medical Staff Bylaws. The Medical Staff Bylaws requires reappointment every two years. No changes to the current appointments. Christy stated this is simply an extension date to April 30, 2021. MOTION WAS MADE BY Colby Leach to approve as presented, seconded by Karen Gullett and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: HCHD Provider Appointment, Credentialing, and Privileges for Loretta Smith, P.A.- Christy Francis stated Loretta Smith is a Physician Assistant that has been hired for PRN work for Harvester Health and Wellness Clinic. Christy stated she will also cover as needed at Canadian Family

Physicians. MOTION WAS MADE BY Mike Gardiner to approve as presented, seconded by Sharon Carr and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: D&O Policy Renewal-

Christy Francis stated the D&O Insurance Policy is due for renewal on June 1st. Due to the audit report, a quote has not been provided yet but is expected within the next few days. MOTION WAS MADE BY Mike Gardiner to approve the renewal of policy within a 10% increase of 2019 renewal, seconded by Sharon Carr and carried.

VII. Administrative/Financial Reports

Mesa View –Financials and statistics were presented by Renae Thomas and Jennifer Cox.

Nursing Home –Financials and statistics were presented by Renae Thomas and Jennifer Cox.

Hospital –Christy Francis stated the June Meeting has been moved to Thursday, June 25th at 5:00PM. Christy stated the District has had several equipment breakdowns this month that include a water heater at the hospital that will cost approximately \$4,000-\$5,000 to repair, XRAY unit is down due to a tubing issue. It will cost approximately \$10k-\$20k to repair, \$8,000 Ambulance repair is needed, and Mesa View Walk In freezer compressor has gone out and it will cost approximately \$3k-\$5. Financials and statistics were presented by Renae Thomas and Jennifer Cox.

Canadian Family Physicians Clinic- Financials and statistics were presented by Renae Thomas and Jennifer Cox.

Harvester Health and Wellness Clinic- Financials and statistics were presented by Renae Thomas and Jennifer Cox.

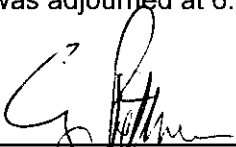
VIII. EXECUTIVE SESSION

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 6:34PM.

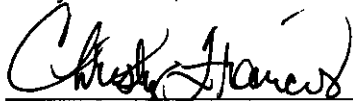
A) DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Quality Assurance/ Performance Improvement Reports by Coordinator- Out of executive session at 6:53PM. MOTION WAS MADE BY Sharon Carr, seconded by Colby Leach to approve as presented.

IX. Adjournment

There being no further business, the meeting was adjourned at 6:54PM



Cory Pittman, President



Christy Francis, CEO

6-25-2020
Date Approved

Christy Francis, Secretary