

**Hemphill County Hospital District**

**Board of Directors Meeting**

**July 21, 2020**

Members

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

Administration

Debra Sappenfield, Chief Clinical Officer  
Renaë Thomas, Thomas & Thomas Financial Management Services  
Jennifer Cox, Thomas & Thomas Financial Management Services

Directors and Coordinators

Melissa Eagan, Executive Assistant  
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  
Ashley Morales, Home Health and Hospice Director  
Katelyn Booze, Director of Nursing  
Terrell Thomas, Nursing Home Administrator  
Misty Spear, Harvester Clinic Director

Guests

Cathy Ricketts, Canadian Record  
Jocelyn Timmons  
Chris Cole, Action Pact  
Collette Valez

**I. Call to Order**

Mike Gardiner called the meeting to order at 5:03 P.M. via Zoom Teleconference and offered the opening Prayer.

**II. Approval of Minutes**

Minutes from June 25<sup>th</sup> were presented. MOTION MADE by Sharon Carr to approve the minutes presented as written, seconded by Colby Leach and carried to approve.

**III. Public Comment**

Jocelyn Timmons was present via Zoom and issued a statement regarding the construction of

the new nursing home.

#### **IV. Medical Staff Reports**

Report presented by Debra Sappenfield. See attached.

#### **V. Administrative/Financial Reports**

**Mesa View** –Christy stated Mesa View is advocating on behalf of the residents to allow visitation of family. Christy stated the Nursing Home and Assisted Living have been closed to all visitors due to COVID-19 since March 2020. Financials and statistics were presented by Jennifer Cox.

**Nursing Home** – Debra Sappenfield stated the nursing home had three nonregulatory infection control surveys. Financials and statistics were presented by Jennifer Cox.

**Hospital** –Financials and statistics were presented by Jennifer Cox.

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

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

#### **VI. Old Business**

**Nursing Home Construction Update**- Christy Francis stated the interior will begin in October. Christy stated the goal is to occupy the buildings before Thanksgiving.

#### **VII. New Business**

**DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Nursing Home Construction Change Order from Action Pact**– Agenda item tabled.

**DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Preliminary 2020-2021 HCHD Budget**- The 2020-2021 Preliminary Budget was presented by Jennifer Cox. No action taken.

**DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Policy and Procedure Updates for Home Health, Infection Control, HIM, Patient Financial Services, Registration, COVID-19 Employee Travel Policy, COVID-19 Return to Work Policy, Investment Policy**- Policy and Procedures were reviewed. MOTION WAS MADE BY Sharon Carr to approve as presented, seconded by Karen Gullett and carried.

#### **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 6:29PM. Reports presented by Kelsey Haley.

- A) **DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Quality Assurance/ Performance Improvement Reports by Coordinator-** Out of executive session at 6:47PM. 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 6:48PM.



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Cory Pittman, President



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Christy Francis, Secretary

8/18/2020  
Date Approved