

Board of Directors Meeting

September 15, 2020

Members

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

Administration

Renaë Thomas, Thomas & Thomas Financial Management Services, joined by Zoom
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
Melissa Bundy, RHC Director
Amber Harrison, Central Supply
Terrell Thomas, Nursing Home Administrator
Misty Spear, Harvester Clinic Director

Guests

Cathy Ricketts, Canadian Record
Collette Valez

I. Call to Order

Cory Pittman called the meeting to order at 5:02 P.M. via Zoom Teleconference and offered the opening Prayer.

II. Approval of Minutes

Minutes from August 18th and September 1st 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

No Public Comment

IV. Medical Staff Reports

Christy Francis presented the Medical Staff report. See attached.

V. Administrative/Financial Reports

HCHD Global Financials- Jennifer Cox stated that since Finance Committee meets the Thursday before board, she would like to review the financials as a whole instead of by entity going forward. Financials and statistics were presented by Jennifer Cox. Christy Francis also provided an overall view of the HCHD Cash in Bank. The total cash in bank is \$5,572,262.00. Christy stated that she will work with Jennifer to provide a plan for funded depreciation at next month's board meeting. Christy provided several updates regarding legislation.

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

Nursing Home –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 stated FF&E onsite visit will take place next week. All electrical is on in the buildings except for building D.

VII. New Business

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Policy and Procedure Updates for IT, Lab, Mesa View, Safety, Maintenance, Disaster – Christy Francis reviewed the policy and procedures presented. MOTION WAS MADE BY Karen Gullett to approve as presented, seconded by Sharon Carr and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Interlocal Agreement with the City of Canadian on Coronavirus Relief Fund Grant from Texas Department of Emergency Management -Tabled.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Mesa View Senior Living Room Rate Review- Christy Francis reviewed the current private pay room rates per day of \$126 for semi-private, \$147 for small private, and \$172 for large private. Christy stated that the new nursing home building will only have large private rooms. Therefore, the new recommended rates will be \$180 per day and \$220 per day for the Memory Care Unit. Christy stated the room rates will increase 10% increments beginning January 1, 2020. Christy stated each year there will be an automatic 2.5% increase. See attached. MOTION WAS MADE BY Colby Leach to approve as presented, seconded by Sharon Carr and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Mesa View Assisted Living Room Rate Review- Christy Francis reviewed the current Mesa View Assisted Living Room rates. Christy stated there will be a 3.5% increase effective 01/01/2021. Each year thereafter there will be a 2.5% increase (rounded up to nearest \$5.00 increment.). See attached. MOTION WAS MADE BY Mike Gardiner to approve as presented, seconded by Sharon Carr and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Adopt HCHD Budget for 2020-2021- Jennifer Cox reviewed the overall HCHD budget for FYE 2020-2021. Jennifer stated

the budget does include a 2% increase in salaries. MOTION WAS MADE BY Mike Gardiner to approve the budget as presented, seconded by Colby Leach and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Set Tax Rate for 2020-2021 Tax Year- Jennifer Cox reviewed the tax rate document. The I&S Effective Rate for 2020 is 0.086088, M&O Effective Rate is 0.526919, and the overall Effective Rate (or No new income rate) is 0.613007. Christy stated the effective rate of 0.613007 will generate a total tax revenue of \$7,009,434. Mike Gardiner inquired what that would look for the average home. Christy stated the average home was \$98,000 last year and this year it is \$95,000 this year. TMOTION WAS MADE BY Mike Gardiner to approve the I&S rate of 0.086088, M&O Rate of 0.526919, and an overall effective rate of 0.613007, seconded by Colby Leach and carried with all members voting for.

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 6:13PM. 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 6:33PM. MOTION WAS MADE BY Sharon Carr, seconded by Karen Gullett to approve as presented.

IX. Adjournment

There being no further business, the meeting was adjourned at 6:34PM.

Cory Pittman, President

Christy Francis, Secretary

Date Approved