

Board of Directors Meeting

July 20, 2021

Members

Sharon Carr, Board Vice-President
Christy Francis, CEO and Board Secretary
Karen Gullett
Jesse Hanes

Administration

Rich Henkel, Chief Administrative Officer
Kelsey Haley, Chief Administrative Officer
Jennifer Cox, Thomas & Thomas Financial Management Services

Directors and Coordinators

Melissa Eagan, Executive Assistant
David Troublefield, HR Director
Amber Harrison, Central Supply
Melissa Bundy, RHC Director/Sleep Study
Lori Jack, Marketing
Weldon Allison, Plant Operations
Shelby Schwerzenbach, ADON/ Informatics Nurse
Vanessa Gonzalez, EVS/Dietary
Ashley Morales, Home Care Services
Sondra Hill, Mesa View Assisted Living
Terrell Thomas, Mesa View Senior Living

Guests

Cathy Ricketts, Canadian Record

I. Call to Order

Sharon Carr called the meeting to order at 5:08 P.M. via Zoom Teleconference and offered the opening Prayer.

II. Approval of Minutes

Minutes from June 22,2021 were presented. MOTION MADE by Karen Gullett to approve as presented, seconded by Jesse Hanes and carried.

III. Public Comment

Board member, Jesse Hanes presented a public comment on behalf of a patient that contacted him. The patient stated that they received a bill dating back to September for a COVID test. Jesse stated he wanted to know why the patient received a bill when the hospital district received millions of federal funding to cover that cost.

IV. Medical Staff Reports

Christy Francis presented the Medical Staff report. See attached.

V. Administrative/Financial Reports

HEMPHILL COUNTY HOSPITAL DISTRICT ADMINISTRATIVE/FINANCIAL REPORTS-

Jennifer Cox presented the District financial report. See attached. Jennifer reminded the board that HCHD received full forgiveness for the PPP Loan that totaled \$1.9 million.

VI. Old Business

Nursing Home Construction Update- Christy stated the remaining item involves landscaping. Christy stated the nursing home recently had a survey that resulted in only one tag. The life safety survey resulted in a total of four tags. Weldon is working with the contractor to remedy the tags.

VII. New Business

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Policy and Procedure Updates for Home Health, Registration, HIM, Patient Financial Services, Mesa View Assisted Living Housekeeping, Mesa View Assisted Living Infection Control Manual, Mesa View Senior Living Infection Control Manual, EMS First Response/ Supervisor Vehicle- Christy Francis reviewed the policies and procedures update. Karen Gullett requested a signed document by directors stating there are no changes within a department. MOTION WAS MADE BY Karen Gullett to approve as presented, seconded by Jesse Hanes and carried to approve.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: HCHD Personnel Handbook Update to Dress Code- Christy reviewed the changes to the dress code for all personnel. Christy stated the changes made are minor. The Executive team plans to implement the dress code changes as of August 1st. Christy reviewed a few of the changes such as tattoos and body piercings are allowed and if uncovered, the tattoos must be free of offensive images and language. Christy stated t-shirts were changed to only allow HCHD t-shirts and local sporting teams t-shirts on Friday's and sleeveless blouses are allowed but no spaghetti straps. MOTION WAS MADE BY Karen Gullett to approve as presented, seconded by Jesse Hanes and carried to approve.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Expenses regarding the Canadian Apartments- Christy reviewed two invoices received by the City of Canadian for expenses associated with the Canadian Apartment property. The city has requested that each entity consider sharing the expenses and a document was provided to break out the amount of taxes that each entity is due for the property.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Landscaping at Mesa View Senior Living- Agenda item tabled. Christy stated she hopes to have more information at the next board meeting.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Fencing at Mesa View Senior Living- Christy Francis stated Jocelyn Timmons has requested additional fencing along the west side of property line on south end of MVSL that borders the Timmons property. The quote to build the additional fencing totals \$9,450.00 MOTION WAS MADE BY Jesse Hanes to deny the request for additional fencing, seconded by Karen Gullett and carried to approve.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Community Health Needs Assessment Review- Christy Reviewed the Community Health Needs Assessment.

The results of the survey show that 24% of Hemphill County is uninsured compared to 19% uninsured for the state of Texas. The most important health issues as noted by respondents in the survey are Mental Health, Access to specialist, transportation to medical appointments, and bi-lingual providers in the area. MOTION WAS MADE BY Jesse Hanes to approve the assessment as presented, seconded by Karen Gullett and carried.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: TCDRS Qualified Benefit Replacement Arrangement- Christy stated that HCHD was approached by TCDRS to implement a benefit arrangement. Currently, under the IRS 415 limitations cap the total amount of annual retirement benefit payments an individual employee can receive from TCDRS is capped at \$250,000. Christy provided an example of an employee that reaches the full annual cap of \$250,000 in the month of August, at that point the employee would not receive a retirement check for September-December until the next calendar year. This would potentially short the employee their retirement income. TCDRS provided an agreement that would allow them to reduce the payment obligation from HCHD to TCDRS and allow the Hospital District to pay the employee directly for the months that would be without payment due to the capped limit. MOTION WAS MADE BY Karen Gullett to approve as presented, motion died due to lack of second.

DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Preliminary 2021-2022 HCHD Budget- Jennifer Cox presented the preliminary 2021-2022 HCHD Budget. No action required. A budget workshop was scheduled for August 3rd at 5:00PM.

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 Family Medical Clinic, Hemphill County Hospital Home Health Agency, Hemphill County Hospice, Hemphill County EMS, Gray County EMS, Mesa View Senior Living, and Mesa View Assisted Living by Coordinator. Entered Executive session at 6:58 P.M. Reports presented by Shelby Schwerzenbach.

A) DISCUSS, CONSIDER AND, IF NECESSARY, TAKE ACTION ON: Quality Assurance/ Performance Improvement Reports by Coordinator- Out of executive session at 7:56 P.M. MOTION WAS MADE BY Karen Gullett to come out of Executive Session, seconded by Jesse Hanes and carried. MOTION WAS MADE BY Jesse Hanes to approve as presented, seconded by Karen Gullett and carried.

Adjournment

There being no further business, the meeting was adjourned at 7:56 P.M.

Cory Pittman, President

Christy Francis, Secretary

_____ Date Approved