

**MINUTES  
BOARD OF DIRECTORS  
MEDINA COUNTY HOSPITAL DISTRICT**

February 22, 2021

**TIME AND PLACE:**

**THIS MEETING WAS HELD VIRTUALLY DUE TO GOVERNOR'S Proclamation 41-3746.** At least a quorum of the board did participate in accordance with the provisions of Sections 551.125 of the Texas Government Code that have not been suspended by order of the governor. Any person was welcome to join the meeting via GoToMeeting: <https://global.gotomeeting.com/join/995809629>  
**Access Code:** 995-809-629 or by **phone by calling:** (872) 240-3212 **Access Code:** 995-809-629.

**PRESENT:**

Tim Hardt, President  
Tony Johnson, Secretary  
William "Bill" Bain, Director  
Zachary Windrow, MD, Director  
Lori Krieger, Director  
Judy Winkler, Director

Janice Simons, Chief Executive Officer  
Kevin Frosch, Chief Financial Officer  
Billie Bell, Chief Nursing Officer  
Randi Davis, Executive Administrative Assistant

**ABSENT:**

Dr. Carlton "Corky" E. Young, Vice President  
Geoff Crabtree, Methodist Healthcare System

**GUESTS:**

Grace McBride, Business Development and Marketing Director for Medina Healthcare System

1. **CALL TO ORDER  
AND RECORD OF  
ATTENDANCE** Mr. Hardt called the meeting of the Medina County Hospital District Board of Directors to order at 6:01 p.m. He stated for the record that the Board of Directors has seven members with six members being present at that time and representing a quorum.
2. **PUBLIC COMMENT** None.
3. **INTRODUCTION OF  
GRACE MCBRIDE,  
MARKETING AND  
BUSINESS  
DEVELOPMENT  
DIRECTOR** Ms. Simons introduced Grace McBride, Marketing and Business Development Director to the Board Members. Ms. McBride provided a brief personal and professional background and expressed her excitement for starting work at Medina Healthcare System. Ms. Simons briefly explained the role Ms. McBride plays for the hospital and her involvement in the website as well as the vaccine clinics. The Board members welcomed Ms. McBride to the organization.
4. **CONSENT AGENDA  
Consider Approval of  
Minutes  
A. Regular session  
of January 25,  
2021** The Minutes from the Regular Session of January 25, 2021 were approved as presented in the Board packet.
5. **CONSIDER  
APPROVAL OF CNO  
REPORT** Ms. Bell reported that Medina Regional Hospital has now gone 113 days without a patient fall which is a difficult milestone to reach. Ms. Bell praised the Medical/Surgical staff for their continued hard work and vigilance in keeping patients safe and comfortable. Additionally, Ms. Bell noted that Medina Regional Hospital received a Level IV Neonatal Facility designation, in addition to the existing Maternal Designation status. A second workstation and scanner were purchased for the Emergency Department Registration desk to help with patient flow and efficiency. Ms. Bell stated that Remdesivir, an antiviral medication, has yielded excellent results as a COVID-19

treatment for inpatients. Medina Regional Hospital administration has been working with other community leaders to plan large-scale vaccine clinics, both for the ongoing COVID-19 pandemic and in coming years as other vaccination needs arise.

6. **CONSIDER APPROVAL OF RURAL HEALTH CLINICS REPORT**

Mr. Hardt noted that there were no documents this month regarding this item. Ms. Simons reported that the clinic volumes are doing well considering the ongoing global pandemic. Mr. Frosch explained that due to recent inclement weather events, administration and the accounting department were not able to provide this report to the Board members, and expressed his apologies. He did note that the RHC volumes for the month were well above expected, including the telehealth visits.

7. **CONSIDER MEDICAL STAFF REPORT**

Dr. Zach Windrow praised the Board of Directors for approving the Special Compensation policy and procedure. Employees were extremely grateful to receive the bonus and expressed their appreciation to the hospital administration and the Board of Directors for approving this hazard pay bonus.

**MOTION**

Mr. Bain made a motion to approve the Consent Agenda. Ms. Winkler seconded.

**VOTE**

The motion passed unanimously.

8. **CONSIDER PUBLIC CORRESPONDENCE REPORT**

Mr. Johnson presented the public correspondence report in the Board packet. Mr. Johnson reported there were 19 questionnaires returned, as well as 1 employee letter to administration and staff thanking them for the Special Compensation bonus. There were no negative comments to report this month. There was one comment from a patient regarding having to wait for a surgery procedure, but the patient was kept well-informed about the timeline as the procedure prior was taking longer than anticipated. The patient expressed full understanding for this delay.

**MOTION**

Ms. Winkler made a motion to approve the Public Correspondence Report as presented. Mr. Johnson seconded.

**VOTE**

The motion passed unanimously.

9. **CONSIDER CHIEF EXECUTIVE OFFICER'S REPORT**

Ms. Simons started by discussing a few quick updates. Hospital administration officially closed on the WIC building located at 3103 Avenue G in Hondo which will provide additional staff office space and parking. Eli Lainhart started today as the new Director for the Information Technology department and will make an excellent addition to the organization. Mr. Lainhart comes to the hospital from Wyoming and is currently staying in the hospital's vacant house while he settles into his new role. A vaccine coordinator was hired as part of the hospital's efforts to vaccinate as many members of the community as possible.

Ms. Simons discussed a new DSRIP program with the recent extension of the Texas Medicaid 1115 Waiver. Ms. Simons stated that this new program will add many new acronyms that the Board should familiarize themselves with for the future, such as the Comprehensive Hospital Increased Reimbursement Program (CHIRP), Rural Access to Primary and Preventative Services (RAPPS), and Texas Incentive for Physicians and Professional Services (TIPPS).

Under the Community Relations section of the report, Ms. Simons discussed the expansion of the donor tree in the main hospital lobby by Moberg Gallery above the gift shop. February was American Heart Month, so Dr. Hansen and Dr. McGehee will be doing a Facebook Live event to discuss heart health and the importance of staying healthy.

**MOTION**

Mr. Johnson made a motion to approve the CEO report as presented. Ms. Winkler seconded.

**VOTE**

The motion passed unanimously.

**10. CONSIDER  
FINANCIAL REPORT**

**A. Consider  
approval of the  
January 2021  
Financial  
Report**

Mr. Frosch stated that the presentation by BKD has been postponed to the March Board Meeting due to the recent inclement weather events that prevented staff from BKD from finishing the report. Mr. Frosch reported that the month of January fell below budget overall. While this month fell below budget, the hospital is still slightly ahead of budget on a YTD basis. Emergency Department visits were still well below budget, down nearly 30% for the fiscal year. The RHC visits were well above what was expected, partly due to the continued use of telehealth services for patients. Mr. Frosch praised clinic staff and physicians for their continued hard work and success with the telehealth services, which contribute greatly to RHC volumes. The 'Salaries' line item was slightly higher than expected due to recognition of the COVID bonus funds that were previously approved by the Board. The overall total for the Special Compensation bonus policy payout plus the associated employer paid taxes was \$1,587,089.36.

There were no changes to the report presented in the board packet.

**MOTION**

Mr. Johnson made a motion to approve the Financial Report for January 2021 as presented during the Finance Committee meeting. Mr. Bain seconded.

**VOTE**

The motion passed unanimously.

**11. REVIEW COVID-19  
UPDATES**

Ms. Simons provided updates regarding COVID-19 statistics and vaccine status. Medina Healthcare System continues to apply for a 'vaccine hub' designation status. The Johnson & Johnson vaccine is nearing approval from the FDA as the newest COVID-19 vaccine. This is a one-time dose and will potentially open up the opportunity for more vaccine hub designations. Pfizer recently announced that their vaccines no longer require the ultra-cold vaccine storage as previously thought, regular freezing is sufficient for the doses. Ms. Simons stressed the burdens that came with trying to schedule vaccine clinics without help, and the decision to switch to the I-Info program interface to help alleviate some of these scheduling issues. This program will alleviate the need for two part-time vaccine schedulers that were hired to help maintain the vaccine doses. Medina Healthcare System has been allotted 300 vaccine doses for this week, which will be split between Wednesday and Thursday. The Facilities Committee met to discuss and approve the contractor for the vaccine clinic build-out in Specialty Clinic 3. Tina Valdez was hired as a vaccine coordinator to help with the vaccine clinics. Mr. Hardt asked how Board members can help community members sign up, and Ms. Simons explained that Board Members can direct anyone who would like a vaccine to the hospital website. Additionally, Uvalde was given a hub designation, so residents can also schedule their vaccine there by visiting their website or dialing 830-407-8022. The Medina County Health Unit also received 300 first doses this week, totaling 600 vaccines for the county. Ms. Simons believes that teachers will be vaccinated in the late April timeframe. Ms. Bell provided the Board members with the hospital website for scheduling vaccine appointments.

**MOTION**

There was no action taken on this item.

**12. REVIEW, CONSIDER,  
AND APPROVE  
COMPLIANCE  
ADVISORY  
COMMITTEE'S  
QUARTERLY REPORT  
(4<sup>TH</sup> QUARTER)**

Ms. Bell discussed the annual review for the Board's consideration. The report summarizes Methodist Healthcare System Ethics and Compliance Officer Lori Allesee's findings from her recent annual review audit of Medina Healthcare System. This review included a review of hospital policies and procedures, as well as a tour of the facilities. No concerns were identified and the next annual review will be planned for December of 2021 with Ashley Lowe, the hospital Ethics and Compliance Officer.

**MOTION**

Mr. Bain made a motion to approve the Compliance Advisory Committee's Quarterly Report for the 4<sup>th</sup> Quarter as presented in the Board packet. Mr. Johnson seconded.

**VOTE**

The motion passed unanimously.

**13. REVIEW, CONSIDER,  
AND APPROVE  
ANNUAL INFECTION  
CONTROL  
EVALUATION**

Ms. Bell that this is an annual presentation to the Board to update members on the hospital's infection control efforts. Ms. Bell noted that this year was particularly important with the COVID-19 global pandemic in full-swing. Hand hygiene and other measures were evaluated and the results were excellent. There were no hospital-associated infections noted during this evaluation.

**MOTION**

Ms. Krieger made a motion to approve the Annual Infection Control Evaluation as presented in the Board packet. Ms. Winkler seconded.

**VOTE**

The motion passed unanimously.

**14. REVIEW, CONSIDER,  
AND APPROVE  
FACILITIES  
COMMITTEE  
MEETING MINUTES  
FROM FEBRUARY 11,  
2021**

Ms. Simons noted that the Facilities Committee approved NC Griggs as the contractor for the Specialty Clinic 3 vaccine clinic build-out. Based on the contractor's timeline, the vaccine clinic should be done around late March/early April. This will help alleviate the strain placed on the hospital trying to give out first doses in the small hospital Boardroom space. Ms. Simons stated that the space will be designed just like the other clinics, and can be converted to space for another specialist if the need for a vaccine clinic goes away.

**MOTION**

Ms. Krieger made a motion to approve the Facilities Committee Meeting Minutes from February 11, 2021 as presented in the Board packet. Ms. Winkler seconded.

**VOTE**

The motion passed unanimously.

**15. REVIEW TORCH  
CLINICALLY  
INTEGRATED  
NETWORK PROJECT  
UPDATES**

Ms. Simons discussed the TORCH Clinically Integrated Network and what the agreement entails. John Henderson from TORCH is leading the idea to increase small hospital's bargaining power by joining together into a cohesive network. There were eight initial hospitals that agreed to participate in the agreement, and more are welcome to join the network. Ms. Simons reported that Chief Executive Officers from each hospital in the group met last week and discussed the policies surrounding the network, such as Antitrust policies, Conflict of Interest disclosures, and many others that the group will be meeting shortly to approve. Mr. Frosch praised the program for the potential substantial gains that this agreement provides for smaller hospitals to have group negotiation and higher bargaining power. Mr. Hardt and the rest of the Board members expressed their full support for Medina Healthcare System's participation in the network with TORCH.

**MOTION**

Mr. Bain made a motion to approve the TORCH Clinically Integrated Network updates as presented in the Board packet. Ms. Krieger seconded.

**VOTE**

The motion passed unanimously.

Finally, Ms. Simons praised staff for their dedication and hard work during the recent inclement weather events. Many employees stayed overnight to ensure that there was appropriate staffing each day. An EVS staff member and Hondo Clinic LVN stayed late to make sure that the patients had clean linen during their stay. Ms. Simons also noted that the biggest issues during the cold weather was lack of ambulance and helicopter transport services, inability of food/linen delivery vehicles to travel to the hospital, and patients running out of home oxygen and coming to the Emergency room for treatment. Board members praised the staff for their hard work and dedication to the team.

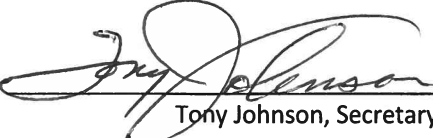
**16. EXECUTIVE SESSION**

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of February 22, 2021.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 6:56 p.m.

  
\_\_\_\_\_  
Tim Hardt, President

  
\_\_\_\_\_  
Tony Johnson, Secretary