

MINUTES
BOARD OF DIRECTORS
MEDINA COUNTY HOSPITAL DISTRICT

February 27, 2023

TIME AND PLACE:

The Medina County Hospital District Board of Directors met in regular session on Monday, February 27, 2023 at 6:30 p.m. at the Medina Regional Hospital Boardroom, 3100 Avenue E, Hondo, Texas.

PRESENT:

Tim Hardt, President
Tony Johnson, Secretary
Dr. Carlton "Corky" E. Young, Vice President
Zachary Windrow, MD, Director
Judy Winkler, Director
Lori Krieger, Director
William "Bill" Bain, Director

Janice Simons, Chief Executive Officer
Kevin Frosch, Chief Financial Officer
Billie Bell, Chief Nursing Officer
Marc Strode, Methodist Healthcare System
Randi Davis, Executive Administrative Assistant

ABSENT:

None

GUEST:

None

**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 6:38 p.m. He stated for the record that the Board of Directors has seven members with seven members being present at that time and representing a quorum.

2. PUBLIC COMMENT

Rita Vance stated she believes the community is very thankful to the hospital for bringing so many specialists to the community. Ms. Vance also mentioned she still hears that patient scheduling is slow.

CONSENT AGENDA

**3. CONSIDER
APPROVAL OF
MINUTES**

**A. Regular Session
January 23, 2023**

The Minutes from the Regular Board Meeting of January 23, 2023 were approved as presented in the Board Packet.

**4. CONSIDER
APPROVAL OF CNO
REPORT**

Ms. Bell started by reviewing several staffing updates. She praised Johannah Dowell, RN for being named the most recent Daisy Award recipient, and Kacie Dupont for being the Daisy award runner up. Ms. Bell also noted that MHS hired an Emergency Medical Technician (EMT) to work in the Emergency Department as part of a new innovative approach to combat ongoing workforce shortages in nursing.

Ms. Bell reviewed volumes within the Emergency Department over the last seven years. In 2022, ED visits rebounded back to pre-pandemic volumes after being well below trend for 2020-2021.

Additionally, the Uncompensated Trauma Care application was completed and submitted to DSHS on February 9th, 2023. Ms. Bell commended all staff members who were involved with the application process for all of their hard work and dedication.

Finally, Ms. Bell reviewed an opportunity for community engagement within the next two years. On April 8, 2024, Hondo lies within the path of totality for a Total Solar Eclipse. Community leaders are expecting thousands of people to flock to the area to witness this event, and planning meetings are already being held to prepare resources for the event. The hospital will continue to provide assistance and make preparations for the event as it approaches.

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

Mr. Frosch reported that all three clinic locations saw volumes that were above budget for the month. Hondo reported a loss of \$63.0K for the month, Devine reported a gain of \$19.1K, and Castroville reported a loss of \$14.6K for the month. There were a total of 5,536 clinic visits for the month of January, including telemedicine appointments, which was greater than the budgeted amount of 4,849 visits. Gross revenue was 6.5% above budget. Net revenue for the period was a \$58.5K loss, and expenses were \$58.3K above budget.

6. **CONSIDER MEDICAL STAFF REPORT**

Dr. Windrow stated that the medical staff has been preparing for the March 1st Go-Live event for Meditech. Overall, the physicians are excited for what this new Electronic Health Record system is capable of, but there are some reservations about the first few weeks of implementation and slowing down the processes in the clinics. Ms. Simons noted that several consultants have been hired to help with the adjustment and identify areas of concern that need improvement. These consultants, along with Meditech staff members, will be on-site for the Go-Live date, as well as the following week for any concerns that arise.

7. **CONSIDER PUBLIC CORRESPONDENCE REPORT**

Mr. Johnson presented the public correspondence report for the month of February. There were 35 total questionnaires returned from patients after receiving care at MHS, as well as one Daisy award submission for superb medical care by the entire medical/surgical nursing team. There was one negative comment for the month, requesting a phone number for surgical patients to call after their procedure is over for any questions or concern.

MOTION

Dr. Windrow made a motion to approve the Consent Agenda. Ms. Krieger seconded.

VOTE

The motion passed unanimously.

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

Ms. Simons provided updates on Growth within Medina Healthcare System. The Castroville RHC Remodel project is nearly completed. The opening for the renovated clinic will take place in late March/early April, giving providers and staff enough time to adjust to the new Meditech EHR system before opening the space. The Meditech Go-Live date is scheduled for March 1st at midnight, with several new interfaces opening up within the following 6-8 weeks to allow for expansion of services.

Ms. Simons reviewed several ongoing staffing updates. Both a Nurse Practitioner and Physician Assistant have been hired to help with the conversion to the new Meditech system. Both will make a wonderful addition to the team and will be able to see patients in the future after the full implementation of the EHR. Tricia Conner, MHS Imaging Director, has tendered her resignation after the birth of her first baby. Sylvia Lopez, the interim director, will step up to fill the director position moving forward. Several employees are out on FMLA, which are impacting current staffing goals. However, several open positions within the hospital have been filled within the last month, including EVS, Dietary, and several nursing positions.

Ms. Simons discussed several quality and service items from the last several weeks. She started

reviewing recent financial budget updates from the Texas Hospital Association, especially in the fields of nursing and mental health. Ms. Simons also discussed a recent visit between herself, Ashley Lowe, VP of Clinical Operations, and administration from CommuniCare regarding a partnership rather than competition in the Castroville market. Currently, CommuniCare is proposing the addition of a pediatrician to the eastern side of the county.

Finally, Ms. Simons reviewed a recent altercation that occurred between a patient and one of the MHS rural health clinic providers. Police reports have been filed and the incident has been thoroughly documented. Hospital administration has been in contact with the hospital's liability insurance carrier. Hospital officials also met with the adopted mom.

MOTION

Ms. Winkler made a motion to approve the CEO report as presented in the Board packets. Mr. Bain seconded.

VOTE

The motion passed unanimously.

9. CONSIDER
FINANCIAL REPORT

A. Consider
approval of the
January 2023
Financial
Report

Due to the FORVIS presentation during the Finance Committee Meeting, Dr. Young asked Mr. Frosch to provide a summary of the Financial Report for January 2023.

Mr. Frosch reviewed the Financial Statement Summary for the month of January. Gross Revenue was at budget for the month and remains 10.0% above budget YTD. Net Revenue was above budget by 2.6% for the period and is 11.6% ahead on a YTD basis. Expenses were 1.5% above budget for the month and 2.2% above budget YTD. EBIDA finished well ahead of budget for the month. The Tax District Revenue line item was \$1.1M above budget for the period due to timing and reporting of collections rebounding from last month.

Patient days were 108 visits ahead of budget. Outpatient visits were 271 below expected levels. Clinic visits were 446 visits ahead of budget, and ED visits were 118 above. Total surgeries was 1 below expected, and births were down by 2.

Mr. Frosch noted that the cash collections for the period were solid. The Deductions as a Percent of Gross Revenue was moderately above budget both for the month and for the YTD.

The employee benefits line was below budget for the month but trending in line with YTD expectations. The agency staffing line was \$53K above budget due to high agency staffing rates and open positions. Finally, the maintenance and repairs line was \$16K above budget due to the rental of a temporary boiler unit while the new unit is ordered, shipped, and installed.

MOTION

Dr. Young made a motion to approve the Financial Report for January 2023 as presented during the Finance Committee meeting. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

10. CONSIDER
APPROVAL OF AUDIT
AND COST REPORT
FOR FY 10/01/2021 –
09/30/2022

Dr. Young recommended that the Board table this item until the March 27th, 2023 meeting in order to give Board members time to review the Audit reports and ask any follow-up questions.

MOTION

There was no action taken on this item.

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

Ms. Bell noted that this is an annual presentation to update Board members on the hospital's infection control efforts. She reviewed the attached 2022 Infection Control Risk Assessment Surveillance Plan Evaluation, as well as the criteria for the different potential risk categories.

MOTION

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

VOTE

The motion passed unanimously.

**12. REVIEW, CONSIDER,
AND APPROVE CEO
EVALUATION
SUMMARY**

Mr. Hardt reviewed the summarized results of the annual CEO Evaluation. Board members praised Ms. Simons for her outstanding work for the hospital and within the community.

MOTION

Mr. Bain made a motion to approve the CEO evaluation summary as presented in the Board packet. Dr. Young seconded.

VOTE

The motion passed unanimously.

**13. REVIEW, CONSIDER,
AND APPROVE CFO
EVALUATION
SUMMARY**

Mr. Hardt reviewed the summarized results of the annual CFO Evaluation. Board members praised Mr. Frosch for his dedication to the hospital and continued success with the financial stability of the Medina Healthcare System.

MOTION

Ms. Winkler made a motion to approve the CFO evaluation summary as presented in the Board packet. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

**14. REVIEW, CONSIDER,
AND APPROVE
COMPLIANCE
ADVISORY
COMMITTEE'S
QUARTERLY REPORT
(4TH QUARTER)**

Ms. Simons reviewed the quarterly report for the Compliance Advisory Committee. Each of the committee reports were included in the packets for Board review.

MOTION

Mr. Bain made a motion to approve the Compliance Advisory Committee's Quarterly Report for the 4th Quarter as presented in the Board packet. Ms. Winkler seconded the motion.

VOTE

The motion passed unanimously.

**15. REVIEW, CONSIDER,
AND APPROVE
PHYSICIAN
CONTRACT
AMENDMENTS**

Ms. Simons noted that due to the conversion from the Healthland electronic health record (EHR) system to the Meditech EHR system, administration has limited the number of clinic visits for each provider within the rural health clinics to allow staff to get accustomed to the new system. In order to prevent this limitation from significantly impacting the physician salaries at no fault of their own, MHS Administration, in partnership with attorney consultation with Kevin Reed, is proposing a one-time payment for the physicians, to accommodate this scheduling setback. Each physician will receive 40% of their average compensation for the previous 12 months (or 6 months), amounting to \$67,984.14 in total physician compensation.

MOTION

Dr. Young made a motion to approve the Physician Contract Amendments totaling \$67,984.14 as presented in the Board packet. Mr. Bain seconded.

VOTE

The motion passed unanimously. Due to the conflict of interest of the agenda item, Dr. Windrow abstained from voting.

16. REVIEW, CONSIDER, AND APPROVE 3RD AMENDMENT TO DR. MAYO PHYSICIAN CONTRACT

Ms. Simons stated that this is an amendment to bring Dr. Mayo's salary in line with the mid-range Fair Market Value obtained from VMG within the last month. This is the first time Dr. Mayo's salary has been increased in several years.

MOTION

Ms. Winkler made a motion to approve the 3rd Amendment to Dr. Mayo's Physician Contract as presented in the Board Packet. Mr. Johnson seconded.

VOTE

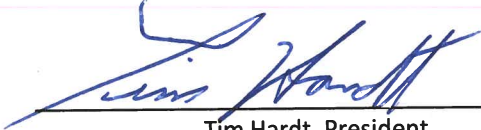
The motion passed unanimously.

17. EXECUTIVE SESSION

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of February 27, 2023.

18. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:28 p.m.



Tim Hardt, President



Tony Johnson, Secretary

