

MINUTES
BOARD OF DIRECTORS
MEDINA COUNTY HOSPITAL DISTRICT

March 27, 2023

TIME AND PLACE:

The Medina County Hospital District Board of Directors met in regular session on Monday, March 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
Judy Winkler, 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:

Zachary Windrow, MD, Director
Lori Krieger, Director

GUEST:

Laurie Charles, MHS Director of Cardiopulmonary and Respiratory Therapy Services

**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 6:30 p.m. He stated for the record that the Board of Directors has seven members with five members being present at that time and representing a quorum.

2. PUBLIC COMMENT

There were no members of the public present.

**3. BOARD EDUCATION
- MHS DIRECTOR OF
CARDIOPULMONARY
AND RESPIRATORY
THERAPY SERVICES
LAURIE CHARLES TO
PROVIDE UPDATES**

Ms. Charles introduced herself to the Board of Directors and gave a brief description of who Respiratory Therapists are and the overall team at MHS. Ms. Charles discussed the educational track to become a Respiratory Therapist and the recent staffing changes to the hospital department that now includes several RT staff members that work at nights to assist with patient care on the floor as necessary. Ms. Charles outlined each of the unique services offered at Medina Healthcare System and gave a brief description of each service offered, such as blood gases, Pulmonary Function Testing, EKG, Holter Monitoring, Tracheostomy Care, and several others. She answered lingering questions from the Board about the services and thanked them for allowing her to speak at the meeting.

CONSENT AGENDA

**4. CONSIDER
APPROVAL OF
MINUTES**

A. Regular Session
February 27, 2023

The Minutes from the Regular Board Meeting of February 27, 2023 were approved as presented in the Board Packet.

**5. CONSIDER
APPROVAL OF CNO
REPORT**

Ms. Bell started by reviewing several staffing updates. This week, a bill to address and prevent workplace violence in healthcare became the first to advance out of committee in the Texas

Legislature's 2023 Session. This bill would require hospitals and all health care facilities to create a workplace violence committee. Ms. Bell noted that this is the first step in keeping healthcare professionals safe in their workplace, citing several instances within the last year where local law enforcement agencies had to get involved after assaults to nursing staff at MHS.

Ms. Bell reviewed several quality metrics for the hospital. Medina Regional Hospital was one of 12 hospitals recognized at the Texas Collaborative for Healthy Mothers and Babies (TCHMB) Annual Summit for their high level of participation in the Newborn Admission Temperature (NAT) project. Ms. Bell also noted that volumes for both the Medical/Surgical and Swingbed departments were well ahead of budget for the reporting period.

Finally, Ms. Bell reviewed the 2022 services offered by Hunter Pharmacy group. Hunter Pharmacy provides several key services, including Pharmacy Department Management, remote pharmacist order verification, electronic supervision of the pharmacy technicians, clinical pharmacy services, and after-hours clinical on-call services. Through clinical interventions, the estimated cost savings from Hunter Pharmacy is \$14,243. Ms. Bell noted that hospital administration recently reached an agreement with Hunter Pharmacy to extend remote pharmacist order verification through certain hours on the weekend to provide additional oversight for clinical orders.

6. **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 \$79.7K for the month, Devine reported a gain of \$18.7K, and Castroville reported a loss of \$8.5K for the month. There were a total of 5,052 clinic visits for the month of February, including telemedicine appointments, which was greater than the budgeted amount of 4,635 visits. Gross revenue was 5.5% above budget. Net revenue for the period was a \$69.5K loss, and expenses were \$64.2K above budget.

7. **CONSIDER MEDICAL STAFF REPORT**

Ms. Simons noted that hospital administration is in the process of recruiting an additional FP/OB for the clinics and has a prospective physician coming to do a site visit at the hospital in mid-May. Ms. Simons also discussed the Meditech Go-Live event. There were some initial obstacles that arose during the first few weeks of using the new Electronic Health Record system, many of which have since been resolved. Ms. Simons noted that the physicians are still learning the new system and will begin to increase their patient loads over the next few months as the processes become more ingrained. The process of loading each unique patient's information into the new system has been cumbersome and proven to be a major setback with the new system. With the help of several staff members working overtime, this is expected to return to normal after a few months, and phone scheduling wait times should drop back down to pre-Meditech trends.

8. **CONSIDER PUBLIC CORRESPONDENCE REPORT**

Mr. Johnson presented the public correspondence report for the month of March. There were 23 total questionnaires returned from patients after receiving care at MHS. There were no negative comments for the month. Many of the comments returned praised outpatient departments such as Physical Therapy and Outpatient Surgery.

MOTION

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

VOTE

The motion passed unanimously.

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

Ms. Simons provided updates on Growth within Medina Healthcare System. The Castroville RHC Remodel project has been completed. The final inspection with RVK Architects occurred on Wednesday, March 22nd, 2023. Additionally, several options are being discussed for the buildout of the former WIC building located next to the Administration building on campus.

Ms. Simons reviewed several ongoing staffing updates. Dr. Hutson's retirement party took place

on Friday, March 24th at the Hondo Public Library. Well over 100 patients, colleagues, family members, and community leaders came out to wish Dr. Hutson well on his new chapter in life. MHS recently hired a chef from Texas Medical Vista Hospital to assist the Dietary staff in the kitchen. Finally, Micah Thomas, Occupational Therapist and Erica Gutierrez have both resigned from the Rehabilitation Department. Hospital administration has already hired a replacement OT and will be working to fill the scheduling coordinator position within the next few weeks.

Ms. Simons discussed several quality and service items from the last several weeks. She started by reviewing the most recent HCAHPS Scores, as well as trends and statistics from the Emergency Department for the fiscal year in comparison to the prior year. Ms. Simons also announced that MHS has received its registry with the Department of Public Safety for Private Security. Ms. Simons commended Brandon Haby, Facilities Superintendent, for his hard work in securing this designation. A security guard has been hired and will be on campus from 4pm-5am starting on Friday, Saturday, and Sundays. This is a new initiative to help keep staff and patients safe.

Ms. Simons reviewed several recent updates throughout the hospital system. With the new maternal designation requirements, MHS has hired several new Respiratory Therapists to work several nights throughout the week. Additionally, the annual Medina Healthcare Fund letter was recently sent out and should hopefully increase donations to the healthcare fund within the coming weeks. Ms. Simons announced that with the upcoming expiration of the Swingbed waiver for the 3-midnight rule, the swingbed days are expected to drop dramatically as the criteria for the program becomes much more difficult for patients to qualify. Finally, Ms. Simons announced that CMS inspectors are currently at Frio Regional Hospital conducting a survey and are expected to present to Medina within the next few weeks to months.

Finally, Ms. Simons reviewed several upcoming events. The TORCH Conference will be April 11-13th at the Hyatt Regency Hotel in Dallas. Furthermore, the Methodist Centers for Leadership Excellence (MCLE) event for hospital directors will take place in San Antonio on April 20th. Several hospital managers will be attending the event, and Eli Lainhart, MHS Information Technology Director, will receive the Pillar Award for Medina Healthcare System. Lastly, the next Board and Finance Committee meetings will take place on Monday, April 24th.

MOTION

Mr. Johnson made a motion to approve the CEO report as presented in the Board packets. Dr. Young seconded.

VOTE

The motion passed unanimously.

**10. CONSIDER
FINANCIAL REPORT**

**A. Consider
approval of the
February 2023
Financial
Report**

Dr. Young asked if any of the Board members had lingering questions or concerns from the Finance Committee Meeting. There were no changes to the report presented in the board packet.

MOTION

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

VOTE

The motion passed unanimously.

**11. CONSIDER
APPROVAL OF AUDIT
AND COST REPORT
FOR FY 10/01/2021 –
09/30/2022 AS
PRESENTED BY
FORVIS**

Mr. Hardt asked if any of the Board members had any lingering questions or concerns after reviewing the audit results and listening to the presentation by FORVIS at the February 2023 Board Meeting. There were no additional questions from any of the present Board members.

MOTION

Dr. Young made a motion to approve the Audit and Cost Report for FY 10/01/2021 – 09/30/2022 as presented in the Board packet and presented by FORVIS at the February 2023 Board meeting. Ms. Winkler seconded.

VOTE

The motion passed unanimously.

**12. REVIEW, CONSIDER,
AND APPROVE
TRANSFER OF FUNDS
FROM OPERATING
ACCOUNTS INTO
ONE OR MORE
CERTIFICATES OF
DEPOSIT THAT MEET
THE SPECIFICATIONS
OF MRH'S
INVESTMENT
POLICY, IN
AMOUNTS NOT TO
EXCEED \$10M IN
AGGREGATE**

Mr. Frosch discussed a new investment opportunity for MHS to potentially pursue, which includes the transfer of funds from operating accounts into one or more certificates of deposit. Hospital Administration is recommending that the Board conservatively invest \$6M in certificate of deposit accounts, rather than the aggregate \$10M mark as originally proposed. Administration has been researching current CD rates and is recommending that the Board move forward with this investment project. Mr. Frosch noted that this agenda item was also discussed at the Finance Committee meeting as well. The Finance Committee expressed their interest in using local banks as well for this investment to support the local community. Dr. Young, the Finance Committee Chair, expressed that the Finance Committee was in support of sticking with the \$6M aggregate as well. Mr. Frosch answered any lingering questions from the Board regarding this recommendation from administration.

MOTION

Ms. Winkler made a motion to approve the investment of \$6M into local certificates of deposit as selected by Hospital Administration. Mr. Johnson seconded the motion.

VOTE

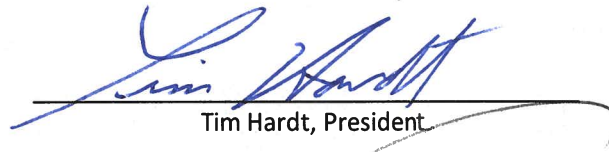
The motion passed unanimously.


13. EXECUTIVE SESSION

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

14. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:20 p.m.


Tim Hardt, President


Tony Johnson, Secretary