

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

December 16, 2019

TIME AND PLACE: The Medina County Hospital District Board of Directors met in regular session on Monday, December 16, 2019 at 6:30 p.m. at the Medina Regional Hospital Boardroom, 3100 Ave. E, Hondo, Texas.

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

Janice Simons, Chief Executive Officer
Kevin Frosch, Chief Financial Officer
Billie Bell, Chief Nursing Officer
Geoff Crabtree, Methodist Healthcare System
Stacie Hall, Recording Secretary

ABSENT: Steve Hackebeil, President

GUESTS: 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 6:30 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. **NOMINATE AND ELECT OFFICERS FOR THE BOARD OF DIRECTORS** Per recommendation of The Board of Directors the following slate of officers have been nominated for the Board of Directors of Medina County Hospital District for the term of December 2019 to November 2020 as follows:

Executive Committee
Steve Hackebeil, Chair
Tim Hardt, Vice President
Tony Johnson, Secretary
Alternate-Carlton Young

MOTION

Mr. Bain made a motion to accept the nominations as presented and appoint Steve Hackebeil as President, Tim Hardt as Vice President, and Tony Johnson as Secretary of the Medina County Hospital District through November 2020. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

4. ASSIGNMENT OF COMMITTEES FOR THE BOARD OF DIRECTORS

Mr. Hardt discussed the assignment of committees for Board members. The decision was made for Board members to be assigned as follows:

- A. Finance/Audit Committee
Carlton E. Young, Chair
Bill Bain
Alternate-Tim Hardt
- B. Facilities/Property & Equipment Management Committee
Tim Hardt, Chair
Bill Bain
Alternate-Any member of the Executive Committee
- C. Marketing Committee
Judy Winkler, Chair
Alternate-Any member of the Executive Committee
- D. Special Committees
(To be determined as circumstances warrant)
Tony Johnson, Chair

Hospital Committees:
Compliance – Judy Winkler
Performance Improvement-Tony Johnson

**5. CONSENT AGENDA
Consider Approval of Minutes
A. Regular session of November 25, 2019**

The Minutes from the Regular Session of November 25, 2019, were approved as presented in the packet.

6. Consider Approval of CNO Report

Ms. Bell said that Deborah Daniels RN, House Supervisor, is currently completing obstetrics orientation at Methodist Metropolitan hospital. Ms. Bell explained that Medina Healthcare System partners with several Methodist hospitals for nursing education and shadowing experiences. Ms. Bell stated that the Path to Nursing Excellence program provides ongoing education to nursing staff to facilitate safe and quality patient care and the 2020 calendar is attached. Ms. Bell stated there were 13 deliveries for the month of November. Ms. Bell stated that 98% of the Medina Healthcare System employees received their influenza vaccination and this was above the national average of 90%. There were no changes to the CNO report presented in the board packet.

7. Consider Approval of Rural Health Clinics Report

There were no other changes to the Rural Health Clinics report presented in the Board packet.

8. Consider Medical Staff Report

None.

MOTION

Mr. Johnson made a motion to approve the Consent Agenda. Mrs. Winkler seconded.

VOTE

The motion passed unanimously.

**9. CONSIDER PUBLIC
CORRESPONDENCE
REPORT**

Mr. Johnson presented the public correspondence report in the Board packet. Mr. Johnson stated there were 24 questionnaires returned from patients who have received care at Medina Healthcare System with only 2 which contained negative comments. Mr. Johnson stated that a patient commented on the temperature of the food in the café. Mr. Johnson explained that food is monitored for temperature to ensure safety.

MOTION

Mr. Johnson made a motion to approve the Public Correspondence Report as presented. Dr. Windrow seconded.

VOTE

The motion passed unanimously.

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

Ms. Simons stated that the Hondo Clinic expansion project is progressing and some of the items recently completed include; lobby, reception and 2 new doctor pods, temporary Certificate of Occupancy was obtained, furniture has been delivered, and patients are being seen in the new area. Ms. Simons stated that construction on the final phase is in progress.

Ms. Simons said that the Medina Specialty Care Project in Castroville is 98% complete and only a few items are pending at this time. Ms. Simons said that the signage needs to be completed and lights need to be installed.

Ms. Simons said that the house located at 605 30th street recently had a refresh. Ms. Simons stated that the HVAC system was upgraded. Ms. Simons said that painting was done in the house to make the home look more modern, lighting was upgraded in a few areas, and a new toilet was installed. Ms. Simons explained that the CRNA's are currently using the house when they are on call.

Ms. Simons stated that Ms. Foster presented the hospital with a donation of \$50,000. Ms. Simons explained that Ms. Foster expressed that she would like for the Rehabilitation Department to use the money to purchase new equipment. Ms. Simons said that the department received new equipment and was repainted.

Ms. Simons said the employee Holiday Breakfast will be held on Wednesday, December 18, 2019 at 7:30 a.m. in the hospital Boardroom. Ms. Simons extended an invitation to the Board of Directors.

Ms. Simons said that negotiations continue with Dr. Hanna Braden McGehee, MD who graduates from Texas A&M this summer.

Ms. Simons stated that she along with Ms. Billie Bell, CNO; Lauren Witt, Outreach Coordinator and Paula Coulter, Case Manager and Samantha McCain, Administrator for Community Care in Hondo held a lunch meeting on December 4, 2019. Ms. Simons said that quality updates were discussed and Lauren will be the liaison between Medina Healthcare System and the nursing facilities

Ms. Simons said that she along with Ashley Lowe, VP of Clinical Operations and Dr. Robert Hays met with Cardiologist Dr. Muse and Greg Seiler, CEO at Metropolitan Methodist Hospital and Methodist Hospital South on December 2, 2019 to discuss synergies between the two facilities. Ms. Simons stated that Dr. Muse has requested lease space in the Castroville Clinic and would like to work with the nursing and radiology staff to provide education allowing patients to remain in the county for needed services.

Ms. Simons stated that twenty angels from the Community Care Center were adopted by the staff from Medina Regional. Ms. Simons said that the gifts will be distributed on December 19, 2019.

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

MOTION

Mrs. Winkler made a motion to approve the CEO report as presented. Mr. Bain seconded.

VOTE

The motion passed unanimously.

**11. CONSIDER
FINANCIAL REPORT**

Dr. Young asked the Board of Directors to review the summary report Mr. Frosch has provided for the month of November. Dr. Young stated that November was a very solid month and all metrics were close to what was budgeted. Dr. Young asked that the Board of Directors direct any questions to Mr. Frosch.

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

MOTION

Dr. Young made a motion to approve the Finance Committee Minutes of October 28, 2019 and November 25, 2019, as presented in the packet. Dr. Windrow seconded.

VOTE

The motion passed unanimously.

**12. REVIEW, CONSIDER
AND APPROVE
HOSPITAL DISASTER
PLAN**

Ms. Bell stated that the disaster plan is reviewed annually. Ms. Bell stated that the following revisions were made;

Addition: 3.0 Procedures, 3.1, 5. Active shooter event

Addition: 3.0 Procedures, 3.2, 4 Emergency Department Registered Nurse/Trauma Coordinator(s)

Correction: 3.0 Procedures, 3.3 first bullet, phone number corrected.

Correction: 3.0 Procedures, 3.9, E. Emergency Department, last bullet, changed wording from Emergency Department Registrar to Emergency Department Clerk.

Correction: 3.0 Procedures, 3.9,R. changed wording from Director of Community Relations/Business Development to Community Relations

Correction: 3.0 Procedures, 3.9, Y. added, C. Post-event, a formal debriefing and evaluation will occur.

MOTION

Mr. Bain made a motion to Approve the Hospital Disaster Plan as presented in the packet. Mrs. Winkler seconded.

VOTE

The motion passed unanimously.

**13. REVIEW, CONSIDER
AND APPROVE
HOSPITAL FIRE PLAN**

Ms. Bell stated that there are no changes to the Hospital Fire Plan. Ms. Bell stated that this is the annual review.

MOTION

Mr. Bain made a motion to approve the Hospital Fire Plan as presented in the packet. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

**14. REVIEW, CONSIDER
AND APPROVE
HOSPITAL SAFETY
PLAN**

Ms. Bell stated this is an annual review of the Hospital Safety Plan and the only revision that was made is on page 9, variance reporting system 1st paragraph changed to our new reporting system.

MOTION

Mrs. Winkler made a motion to approve the Hospital Safety Plan as presented in the packet. Dr. Windrow seconded.

VOTE

The motion passed unanimously.

**15. DISCUSS THE
ALSATIAN OAKS TAX
INCREMENT
REINVESTMENT
ZONE (TIRZ)**

Ms. Simons stated that a letter was received from Mayor Phyllis Santleben on December 9, 2019 in regards to the Alsatian Oaks Development. Ms. Simons stated that the City of Castroville has signed a commitment to reimburse \$35M to the developer of Alsatian Oaks. Ms. Simons stated that the City of Castroville has created a tax increment reinvestment zone (TIRZ) on this property. Ms. Simons explained that a TIRZ allows the City to reach out to taxing units for their participation to help with the financial commitment made by the City to the developer. Ms. Simons stated the City of Castroville is requesting that the Medina County Hospital District contribute \$2,500,000 over a thirty-year period. Ms. Simons stated this commitment was not discussed at any of the initial meetings that were held with the City. Ms. Simons stated that Medina Healthcare System Administration will meet with the hospital legal team in regards to the specifics on the TIRZ and report back to the Board of Directors after the first of the year.

16. EXECUTIVE SESSION

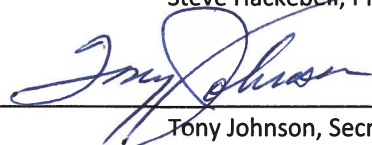
The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of December 16, 2019.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:15 p.m.



Steve Hackebell, President



Tony Johnson, Secretary

