

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

April 27, 2020

**TIME AND PLACE:**

Due to health and safety concerns related to the COVID-19 coronavirus, this meeting was conducted by telephone call. A quorum of the board participated by Go To Meeting or phone call in accordance with the provisions of Sections 551.125 of the Texas Government Code that have not been suspended by order of the governor. Members of the public were able to access the meeting by joining from their computer, tablet or smartphone by accessing <https://global.gotomeeting.com/join/905568845> or by calling phone number (571) 317-3122, and using access code 905-568-845.

The Medina County Hospital District Board of Directors met in regular session on Monday, April 27, 2020 at 6:00 p.m.

**PRESENT:**

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

**GUESTS:**

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 6:05 p.m. He stated for the record that the Board of Directors has six members with six members being present at that time and representing a quorum.
2. **PUBLIC COMMENT** There were no members of the public present.
3. **CONSENT AGENDA  
Consider Approval of  
Minutes**
  - A. **Regular session  
of February 24,  
2020** The Minutes from the Regular Session of March 23, 2020 were approved as presented in the packet.
  - B. **Regular Session  
of March 23,  
2020**
4. **Consider Approval of  
CNO Report** Ms. Bell stated that to preserve personal protection equipment and to manage the difficulties in procuring N95 masks, Peg Nester, Infection Preventionist and the Sterile Processing team implemented a method to sterilize N95 masks in-house. Ms. Bell stated that per the Center for Disease Control, this procedure enables N95 masks to be worn three times versus once, while keeping the staff fully protected.

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

**5. Consider Approval of Rural Health Clinics Report**

Mr. Frosch stated that due to the COVID 19 pandemic the volumes are down in the clinics.

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

**6. Consider Medical Staff Report**

Dr. Windrow stated that providers have more options to assist vulnerable patients with the use of telemedicine. Dr. Windrow stated that as of March 30, 2020, patients have the option to conduct a Rural Health Clinic visit with their physician via a new telemedicine platform. Dr. Windrow explained that telemedicine has provided a safe choice for patients to receive healthcare without unnecessary social exposure.

MOTION

Dr. Young made a motion to approve the Consent Agenda. Ms. Winkler seconded.

VOTE

The motion passed unanimously.

**7. CONSIDER PUBLIC CORRESPONDENCE REPORT**

Mr. Johnson provided a report in the Board packet on the public correspondence. Mr. Johnson stated that there were 25 questionnaires returned with 3 containing negative comments.

Mr. Johnson stated that one of comments said, "Hondo hospital took very good care of me. The nurses were very professional and super nice. Big thank you to my nurses for taking good care of me."

MOTION

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

VOTE

The motion passed unanimously.

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

Ms. Simons stated that the Hondo build-out project is now closed out. Ms. Simons explained that North Star, the general contractor was unwilling to come out to the Hondo clinic to finish the items on the punch list that remained incomplete because of the COVID 19 pandemic. Ms. Simons stated that with the guidance from the project management contractor, \$10,000 was withheld from North Star's last payment and Medina Healthcare System's Maintenance Department will complete the punch list.

Ms. Simons stated that Governor Abbott announced that elective surgeries will be allowed to resume. Ms. Simons said that Medina Healthcare System will resume elective surgeries on Friday, May 1, 2020, but a personal protective equipment committee will be established to track the use of personal protective equipment to ensure supplies are not depleted.

Ms. Simons said that the physicians anticipating an announcement in regards to an extension of telemedicine to continue through the current April 30, 2020 date.

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

MOTION

Ms. Winkler made a motion to approve the CEO report as presented. Dr. Windrow seconded.

VOTE

The motion passed unanimously.

9. **CONSIDER  
FINANCIAL REPORT**

Dr. Young stated that the summary reflected the month of March numbers were good and if Directors had questions, please address Mr. Frosch at this time.

**MOTION**

Dr. Young made a motion to approve the Financial Report for March 2020, as presented in the board packet. Ms. Winkler seconded.

**VOTE**

The motion passed unanimously.

10. **REVIEW, CONSIDER  
AND APPROVE  
ANNUAL INSURANCE  
COVERAGE(S)**

Mr. Bain made a motion to approve the Annual Insurance Coverages as presented in the board packet. Ms. Winkler seconded.

**MOTION**

**VOTE**

The motion passed unanimously.

11. **REVIEW, CONSIDER  
AND APPROVE THE  
MEDINA COUNTY  
HOSPITAL  
DISTRICT'S  
ANNUAL SELF-  
PERFORMANCE  
APPRAISAL  
SUMMARY**

Ms. Simons stated that she appreciated the Board of Directors comments on question number thirty-four which ask, "At the end of a board meeting, I know what has been approved, why, and on the basis of what evaluation and judgment" and all members answering "strongly agree."

There were no changes to the Medina County Hospital District's Annual Self-Performance Appraisal Summary as presented in the board packet.

**MOTION**

Ms. Winkler made a motion to approve the Medina County Hospital District's Annual Self-Performance Appraisal Summary as presented in the board packet. Mr. Johnson seconded.

**VOTE**

The motion passed unanimously.

12. **CONSIDER  
APPROVAL OF  
PEG NESTER AS  
INFECTION  
CONTROL DIRECTOR  
ASHLEY LOWE AS  
COMPLIANCE  
OFFICER  
GERTRUDE JULOT AS  
DIRECTOR OF  
HEALTH  
INFORMATION  
MANAGEMENT  
ETMONIA GLOVER**

Mr. Johnson made a motion to approve Peg Nester as Infection Control Director, Ashley Lowe as Compliance Officer, Gertrude Julot as Director of Health Information Management and Etmonia Glover as Director of Dietary. Dr. Young seconded.

**MOTION**

**VOTE**

The motion passed unanimously.

**AS DIRECTOR OF  
DIETARY**

**13. REVIEW, CONSIDER  
AND APPROVE  
ADVANCED  
DIRECTIVES**

Mr. Hardt stated this is an annual review of the Advanced Directives with no changes.

There were no changes to the Medina County Hospital District's Advanced Directives as presented in the board packet.

**MOTION**

Mr. Johnson made a motion to approve the Advanced Directives as presented in the board packet. Mr. Bain seconded.

**VOTE**

The motion passed unanimously.

**14. REVIEW, CONSIDER  
AND APPROVE 2020  
Q1 BOARD OF  
DIRECTORS EXPENSE  
REPORT**

**MOTION**

Dr. Young made a motion to approve the 2020 Q1 Board of Directors Expense Report as presented in the board packet. Dr. Windrow seconded.

**VOTE**

The motion passed unanimously.

**15. REVIEW AND SIGN  
CONFLICT OF  
INTEREST FORMS  
FOR BOARD OF  
DIRECTORS**

Mr. Hardt explained that the Conflict of Interest Forms are an annual requirement for the Board of Directors. Mr. Hardt asked that Board of Directors complete the form and return to Ms. Hall at their earliest convenience.

**16. REVIEW, CONSIDER  
AND APPROVE LORI  
KRIEGER FOR  
APPOINTMENT TO  
BOARD OF  
DIRECTORS**

Mr. Hardt explained that there is a vacancy on the Board of Directors due to the passing of Board of Director President, Charles "Steve" Hackebel in December. Mr. Hardt stated that Ms. Lori Krieger is volunteering to be appointed to the Medina County Hospital District's Board of Directors for the remaining term, November 2022. Ms. Winkler stated that Ms. Krieger presents an impressive resume to the Medina County Hospital District's Board of Directors. Mr. Hardt stated that Ms. Krieger has won national awards and started her own business. Mr. Hardt asked the Board of Directors to take a vote on the appointment of Ms. Krieger to the Medina County Hospital District's Board of Directors.

**MOTION**

Mr. Bain made a motion to approve the appointment of Ms. Lori Krieger to Medina County Hospital District's Board of Directors. Ms. Winkler seconded.

**VOTE**

The motion passed unanimously.

Mr. Hardt stated that he will notify Ms. Krieger of the appointment. Mr. Hardt stated that he will pass on contact information for Ms. Simons and asked that Ms. Simons and Ms. Bell give Ms. Krieger a tour of the facility.

**17. REVIEW, CONSIDER  
AND APPROVE  
SMALL BUSINESS  
ADMINISTRATION  
LOAN WITH**

Mr. Frosch stated the payroll protection program is another avenue for small businesses to apply for small business administration loans during the coronavirus outbreak. Mr. Frosch said that Vantage Bank responded quickly to the request and was very helpful. Mr. Frosch stated the gross dollars for payroll were reviewed for the loan. Mr. Hardt stated that his understanding of the

**VANTAGE BANK**

program that most, if not all of the loan will be forgiven.

**MOTION**

Dr. Windrow made a motion to approve the Small Business Administration Loan with Vantage Bank. Mr. Johnson seconded.

**VOTE**

The motion passed unanimously.

**18. DISCUSS MEETING  
MAY 18, 2020 FOR  
THE MAY FINANCE  
MEETING AND  
BOARD  
MEETING**

Mr. Hardt stated that May 25, 2020 is Memorial Day. Mr. Hardt asked that the May meeting be moved to Monday, May 18, 2020.

All Directors approved.

**OTHER BUSINESS:**

Ms. Simons stated that credentialing has been approved by the Medical Staff and needs the Board of Directors approval. Ms. Simons said that Dr. Dasher had no hits on his license and will be working with Dr. Botla and Dr. Goyal at the Medina Specialty Clinic in Castroville.

**MOTION**

Dr. Young made a motion to approve the Credentialing Committees' Appointments/Reappointments made by the Medical Staff. Ms. Winkler seconded. Please see attached document for approved list.

**VOTE**

The motion passed unanimously.

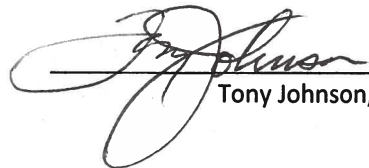
**19. EXECUTIVE SESSION**

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of April 27, 2020.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 6:46 p.m.

  
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Tim Hardt, President

  
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Tony Johnson, Secretary