

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

June 22, 2020

TIME AND PLACE: The Medina County Hospital District Board of Directors met in regular session on Monday, June 22, 2020, at 6:00 p.m. at the Medina Regional Hospital Boardroom, 3100 Ave. E, Hondo, Texas.

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

Janice Simons, Chief Executive Officer
Kevin Frosch, Chief Financial Officer
Billie Bell, Chief Nursing Officer
Stacie Hall, Recording Secretary

ABSENT: William "Bill" Bain, Director
Geoff Crabtree, Methodist Healthcare System
Lori Krieger, Director

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 6:00 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. Ms. Krieger, Director and Mr. Geoff Crabtree, Methodist Healthcare System participated in the Board meeting via Go To Meeting, <https://global.gotomeeting.com/join/674126405>, phone number (872) 240-3212, access code 674-126-405.

2. **PUBLIC COMMENT** None.

3. **CONSENT AGENDA**
Consider Approval of Minutes
A. Regular session of May 18, 2020 Ms. Winkler said that there was an error in the minutes from the May 18, 2020, meeting. Ms. Winkler stated that she did not make the motion and second the motion to approve the Bylaws of the Medina County Hospital District's Board of Directors.

The minutes from the May 18, 2020, Board meeting were amended to read,

"MOTION"

"Ms. Winkler made a motion to approve the Bylaws of the Medina County Hospital District's Board of Directors as presented in the board packet. Ms. Krieger seconded."

The amended Minutes from the Regular Session of May 18, 2020, were approved.

4. **Consider Approval of CNO Report** Ms. Bell stated that five screeners have been hired in a PRN capacity to work screening stations outside the Hospital's main entrance, the Emergency Department, and the Rural Health Clinics of Castroville, Devine and Hondo. Ms. Bell explained that the screening stations have been manned by Medina Healthcare System staff during periods of low volume related to COVID-19, providing opportunities for the staff to maintain hours. Ms. Bell stated that with clinical

volumes increasing, it was necessary to secure consistent staffing to ensure compliance with pandemic requirements and support patient, visitor and staff safety.

Ms. Bell announced that Medina Healthcare System purchased a GenExpert Analyzer, which will give the hospital in-house COVID-19 testing capacity, with results in 45 minutes. Ms. Bell stated that COVID-19 tests are currently sent out to Quest with turn-around-times between four and seven days. Ms. Bell explained that such a delay presents significant challenges for providers, both in the diagnosis and treatment of patients. Mr. Hardt asked, "How accurate is this analyzer?" Ms. Bell responded that this is the same as one of the analyzers that the Methodist Hospital uses and is very confident in the results.

Ms. Bell said that the delayed results also impacts surgical case scheduling, quarantine protocols and work restriction requirements. Ms. Bell provided the Board of Directors a COVID-19 update document which included the following information; Medina County case counts and transmission type, total tests in Texas as of June 21, 2020, and the number of cases in the Texas Department of Criminal Justice units.

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

5. Consider Approval of Rural Health Clinics Report

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

6. Consider Medical Staff Report

Ms. Simons stated that Dr. McGehee will be starting in October as a Provider. Ms. Simons stated that Dr. Hansen is currently on maternity leave and as of now she does not have a return date.

MOTION

Dr. Young made a motion to approve the Consent Agenda. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

7. CONSIDER PUBLIC CORRESPONDENCE REPORT

Mr. Johnson presented the public correspondence report in the Board packet. Mr. Johnson stated there were 29 questionnaires returned from patients who have received care at Medina Healthcare System with only 1 which contained negative comments. Mr. Johnson stated that a patient was upset because they did not want to wear a mask. Mr. Johnson explained that two Directors spoke with the patient and explained that it was a requirement to wear a face covering to gain entry to the facility. Mr. Johnson stated that the patient was argumentative, but complied by donning a face covering.

MOTION

Ms. Winkler made a motion to approve the Public Correspondence Report as presented. Dr. Young seconded.

VOTE

The motion passed unanimously.

8. CONSIDER CHIEF EXECUTIVE OFFICER'S REPORT

Ms. Simons stated that the parking lot improvement project for Castroville Clinic, Specialty Clinic 1 and the Finance building is now complete.

Ms. Simons announced that Dr. Muse, Cardiologist and Electro Physiologist, began seeing patients on June 11, 2020, at the Medina Specialty Care.

Ms. Simons stated that on June 8, 2020, the hospital attested to the 100% completion of the required cyber security training to comply with HB 3834.

Ms. Simons said that Lori Allesee, the Methodist Ethics and Compliance Division Director recommended that Medina Healthcare System have an annual Ethics and Compliance self-assessment with a "deeper dive" conducted every three years. Ms. Simons stated that Ms. Allesee was to make a visit to Medina Regional, just before COVID 19, but this review is now scheduled for August. Ms. Simons explained that a quarterly ethics and compliance report is submitted quarterly to the board. Ms. Simons said that the self-assessment forms have been submitted to hospital administration and an example is in the Board packet.

Ms. Simons stated that during a state ordered test of all nursing home patients, an abnormal amount of positives was resulted. Ms. Simons explained that the state is no longer using this laboratory. Ms. Simons said that that there were thirty people at one nursing home that were found to be positive, but turned up negative after being retested at a local hospital.

Ms. Simons said that Hill Regional Hospital in Hillsboro just received its Critical Access Hospital designation, decreasing their bed count from 116 to 25. Ms. Simons explained that this gives Texas 87 critical access hospitals.

Ms. Simons said that Baylor Scott and White Health will no longer provide Labor/Delivery services at its Marble Falls Medical Center effective July 2020. Ms. Simons stated that this decision was made to make way for more medical and surgical services.

Ms. Simons announced that Norman Terrill, Plant Operations Director is currently preparing a list of hospital beautification projects. Ms. Simons asked the Board of Directors to please forward any suggestions in regards to this hospital beautification project.

Mr. Hardt stated that the July Board meeting will be held at 6:00 p.m. Mr. Hardt explained that with the COVID-19 pandemic that the July Board meeting may need to be conducted via Go To Meeting. Mr. Hardt said that the COVID-19 pandemic will be evaluated over the next few weeks and Administration will notify the Board of Directors if the meeting will be conducted virtually or face-to-face.

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

MOTION

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

VOTE

The motion passed unanimously.

**9. CONSIDER
FINANCIAL REPORT**

Dr. Young asked the Board of Directors to review the summary report Mr. Frosch has provided for the month of May. Dr. Young asked that the Board of Directors direct any questions to Mr. Frosch. Mr. Frosch reviewed May financials and highlighted the following:

- COVID-19 impact was present but much less severe than April, with below budget but
- rebounding volumes and gross revenues
- Recognition of a portion of CARES act payments (\$2.1M) with lost net revenue YTD as the primary basis of recognition

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

MOTION

Dr. Young made a motion to approve the Financial Report for May 2020 as presented during the Finance Committee meeting. Dr. Windrow seconded.

VOTE

The motion passed unanimously.

10. REVIEW, CONSIDER AND APPROVE MEDINA REGIONAL HOSPITAL AS A LEVEL IV TRAUMA CENTER AND BASIC TRAUMA FACILITY

Ms. Simons stated that the Level IV Trauma Resolution is required to be updated bi-annually.

MOTION

Ms. Winkler made a motion to Approve the Medina Regional Hospital Level IV Trauma Center and Basic Trauma Facility Resolution as presented in the packet. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

11. REVIEW, CONSIDER AND APPROVE RESOLUTION FOR CARES ACT AND PAYCHECK PROTECTION PROGRAM

Ms. Simons stated that the Resolution for CARES Act and Paycheck Protection Program was drafted by Mr. Kevin Reed. Ms. Simons stated that there was a change to the resolution in regards to the percentage in with the Paycheck Protection Program should be used on payroll costs, including benefits. Ms. Simons stated that the percentage changed from 75% to 60% and "Or as regulations are updated" was added to the resolution.

Ms. Simons stated that the Board of Directors received a copy of the memorandum titled "Medina County Hospital District memorandum relating to the application for the SBA PPP loan" at the beginning of the meeting.

There were no changes to the Resolution for CARES Act and Paycheck Protection Program as presented in the packet.

MOTION

Mr. Johnson made a motion to approve the Resolution for CARES Act and Paycheck Protection Program. Dr. Young seconded.

VOTE

The motion passed unanimously.

12. REVIEW, CONSIDER AND APPROVE THE CYBER SECURITY COURSE CERTIFICATION FOR LOCAL GOVERNMENTS PERTAINING TO HOUSE BILL 3834

Ms. Simons stated that with the approval of House Bill 3834, all employees and elected officials are required to complete the cybersecurity training program. Ms. Simons said that it was reported to The Texas Department of Information Resources (DIR), on June 8, 2020, that the Board of Directors and all employees have completed the cybersecurity training program. Ms. Simons stated that the governing body must verify the completion of the cybersecurity training program by employees by signing the House Bill 3834 Certification of Local Governments form. Ms. Simons explained that this form will be on file in the administration office to ensure compliance under the Texas Government Code.

MOTION

Dr. Young made a motion to approve the Cyber Security Course Certification for Local Governments pertaining to House Bill 3834. Ms. Winkler seconded.

VOTE

The motion passed unanimously.

**13. REVIEW, CONSIDER
AND APPROVE
FACILITIES
COMMITTEE REPORT**

Mr. Hardt stated that on May 18, 2020, the Facilities Committee met to approve the Medina Healthcare System lease agreements. Mr. Hardt said that the minutes from this meeting were located in the Board packet.

There were no changes to the Facilities Committee Report presented in the packet.

MOTION

Ms. Winkler made a motion to approve Facilities Committee Report. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

14. EXECUTIVE SESSION

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of June 22, 2020.

15. OTHER BUSINESS

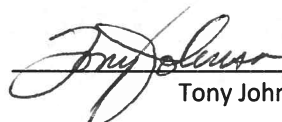
Ms. Simons stated that Dr. John Meyer and Dr. Emily Meyer are now working at the Castroville Alsace Urgent Care.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:32 p.m.



Tim Hardt, President



Tony Johnson, Secretary

