

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

August 23, 2021

**TIME AND PLACE:**

**THIS MEETING WAS HELD VIRTUALLY DUE TO GOVERNOR'S PROCLAMATION 41-3746.** At least a quorum of the board participated in accordance with the provisions of Sections 551.125 of the Texas Government Code that have not been suspended by order of the governor. Any person may join the meeting via GoToMeeting: <https://global.gotomeeting.com/join/374413517>  
**Access Code:** 374-413-517 or by **phone by calling:** (571) 317-3122 **Access Code:** 374-413-517

**PRESENT:**

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

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:**

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 6:01 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** There were no members of the public present.
  
3. **CONSENT AGENDA  
Consider Approval of  
Minutes  
A. Regular session  
July 26, 2021** The Minutes from the Regular Session of July 26, 2021 were approved as presented in the Board packet.
  
4. **CONSIDER  
APPROVAL OF CNO  
REPORT** Ms. Bell discussed the most recent COVID-19 numbers and the breakdown of vaccinated vs. unvaccinated patients. As of August 8<sup>th</sup>, 53.48% of eligible Texans were fully vaccinated. This percentage in Medina County is only 47.81%. Medina Regional Hospital has received two additional Respiratory Therapists from the state. Ms. Bell is hoping to receive some agency nurses from the state as well but so far the hospital has not been issued any additional nursing staff. On the Quality Improvement Dashboard, Ms. Bell noted that the 'ED Patients Who Left Without Being Seen' metric saw a slight uptick in July, due to the fact that the Emergency Department has been inundated with COVID-19 positive patients and the staffing shortage has increased wait times and reduced the number of available beds. Additionally, Medina Regional Hospital is performing roughly 11 antibody infusions per day, which requires beds and staff members. Some of these patients have been referred from Dr. Jaafar in Castroville. Mr. Strode added that Methodist and other major hospitals in San Antonio are seeing the same benefits and results from performing these monoclonal antibody infusions during the appropriate window of time when patients are first diagnosed. These infusions are greatly improving the outcomes of COVID positive patients.

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, including telemedicine visits. Hondo reported a loss of \$160.9K for the month, Devine reported a gain of \$15.7K, and Castroville reported a gain of \$3.6K for the month. There were a total of 4,574 clinic visits for the month of July, including telemedicine appointments, which was greater than the budgeted amount of 4,161 visits. Gross revenue was 10.1% above budget. Net revenue for the period was a \$141.6K loss for the period, and expenses were \$140.3K above budget.

6. **CONSIDER MEDICAL STAFF REPORT**

Ms. Simons noted that the physicians had recently attended a webinar with Dr. Saleh Jaafar and Dr. Jairo Melo from Methodist. The providers discussed current best practices for COVID patients as well as updates of COVID-19 positivity updates in Methodist. Dr. Windrow added that this meeting was very beneficial to the doctors and helped to provide some guidance and reassurance that the policies and procedures at Medina Regional Hospital were up to date.

**MOTION**

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

**VOTE**

The motion passed unanimously.

7. **CONSIDER PUBLIC CORRESPONDENCE REPORT**

Mr. Johnson presented the public correspondence report for the month of August. There were 11 total questionnaires returned from patients, as well as one email received. There were also three 'Thank You' cards received from staff members at the hospital thanking Board Members and hospital administration for the approval of the second COVID-19 Hero Bonus for employees with a total of 45 signatures on the cards. There were 0 negative comments for the month from patients who had received care at Medina Healthcare System. Mr. Johnson commended staff on their dedication to providing patients with a positive experience within the hospital.

**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 started by mentioning some ongoing COVID-19 updates. The Pfizer vaccine has been fully approved by the FDA. This approval should open up the door for organizations to begin imposing vaccine mandates for staff members. Hospital administration will be working to enact a policy regarding vaccines for employees as more information becomes available. In addition, Pfizer has been authorized for booster shots for eligible people starting 8 months after their second dose. Ms. Simons expects Moderna to do the same in the next few weeks.

Ms. Simons provided updates on several ongoing projects. The phone system upgrade is still on track to occur over Labor Day weekend. Staff will be trained on the new system during the week before the upgrade to help with the transition. Medina Healthcare System has also hired additional scheduling staff members in July and August to accommodate the new system and reduce wait times for patients who wish to schedule an appointment. Hospital administration is still looking at different EHR systems. Representatives from Cerner will be on site over the next week or so providing demonstrations to department managers and employees. The Meditech representatives will be on site in September for their demos as well. Finally, Ms. Simons discussed the Castroville Specialty Clinic Project. The estimated completion date is still set for February 2022. Progress is being made on the clinic and concrete should be poured within the next few weeks.

**MOTION**

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

**VOTE**

The motion passed unanimously.

9. **CONSIDER FINANCIAL REPORT**

- A. **Consider approval of the July 2021 Financial Report**
- B. **Discuss Tax and Budget Calendar and Upcoming Meetings**

Mr. Frosch stated that this month was a positive month for Medina Regional overall. Mr. Frosch noted that administration was holding ongoing meetings with the Methodist CFO regarding the upcoming budget cycle and the next meeting would occur on September 1<sup>st</sup>. 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 July 2021 as presented during the Finance Committee meeting. Mr. Johnson seconded.

**VOTE**

The motion passed unanimously.

10. **CONSIDER REPORT OF NO-NEW REVENUE/VOTER APPROVAL RATE AND DISCUSS TAX RATE**

Mr. Frosch presented and discussed the no-new revenue and voter approval rates. There were changes to the terminology and calculations in the 2020 year, which Mr. Frosch reviewed with the Board members as a brief reminder. What was previously known as the effective rate is now the No-New-Tax Rate; what was previously known as the rollback rate is now the Voter-Approval rate. Another change was the requirements for public hearings. The Board is only required to have one public hearing as of the 2020 fiscal year, and the rate can be approved at that hearing. The 2020 adopted rate was 0.1000. The 2021 No-New Tax Rate is 0.0906, and the 2021 Voter-Approval Rate is 0.0984. The Media Tax District Maximum rate would be 0.1000, which would initiate the need for an election. To avoid requiring the election, Mr. Frosch and administration recommended that the Board adopt a new rate of 0.0984 for the upcoming fiscal year. After the initial proposal at tonight's meeting, the Board will need to hold a formal public hearing to allow Medina County citizens to make comments on the proposed rate. Ms. Simons reviewed the tax calendar for the hospital, and the public hearing was set for September 13<sup>th</sup>, 2021 at 5:00 in the hospital Boardroom. The Board will have a chance to approve the tax rate at that meeting if so desired.

**MOTION**

There was no motion taken on this item.

11. **CONSIDER, APPROVE, AND RECORD VOTE ON TAX RATE PROPOSAL**

Mr. Frosch asked if any Board members had any additional questions regarding the proposed tax rate of 0.0984 or any of the calculations.

**MOTION**

Mr. Bain made a motion to propose a new tax rate of 0.0984 for the upcoming fiscal year as recommended by Mr. Frosch and hospital administration. Mr. Johnson seconded the motion.

Mr. Hardt voted yes. Dr. Young voted yes. Mr. Bain voted yes. Ms. Winkler voted yes. Dr. Windrow voted yes. Mr. Johnson voted yes. Lori Krieger was absent.

**VOTE**

The motion passed unanimously.

12. **REVIEW, CONSIDER AND APPROVE COMPLIANCE ADVISORY COMMITTEE'S QUARTERLY REPORT FOR THE SECOND QUARTER**

Ms. Simons reviewed the compliance report for the second quarter. She noted that there was one HIPAA violation that took place. An employee made an inappropriate comment to a patient's family member. The employee received counseling and was required to attend additional trainings regarding HIPAA and the importance of maintaining confidentiality, even with family members.

**MOTION**

Dr. Young made a motion to approve the Compliance Advisory Committee's Quarterly Report for the Second Quarter as presented in the Board packet. Mr. Johnson seconded the motion.

**VOTE**

The motion passed unanimously.

**13. REVIEW, CONSIDER  
AND APPROVE  
CLOSING OF WOUND  
CARE SERVICES  
OFFERED BY MEDINA  
HEALTHCARE  
SYSTEM**

Ms. Simons discussed the need to close the wound care clinic services that have been previously offered by Medina Healthcare System. Dr. Soulas, General Surgeon has been performing these services alongside a nurse practitioner. The services are requiring too many resources and demanding time from nurses who are already stretched thin from the ongoing COVID-19 pandemic. Dr. Soulas will continue to see follow-up visits for his surgery patients, but patients who require additional wound care services can be referred to Uvalde, who has a wound care clinic program as well. Ms. Simons noted that these services may be brought back in the future, they just require too many resources to continue offering them at this time.

**MOTION**

Ms. Winkler made a motion to approve the closing of wound care services offered by Medina Healthcare System. Mr. Bain seconded the motion.

**VOTE**

The motion passed unanimously.

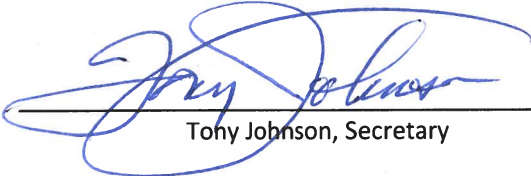
**14. EXECUTIVE SESSION**

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of August 23, 2021.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 6:43 p.m.

  
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Tim Hardt, President

  
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Tony Johnson, Secretary