

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

September 27, 2021

TIME AND PLACE:

The Medina County Hospital District Board of Directors met in regular session on Monday, September 27, 2021 at 6:30 p.m. at the Medina Regional Hospital Boardroom, 3100 Avenue E, Hondo, Texas.

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
Randi Davis, Executive Administrative Assistant

ABSENT:

Lori Krieger, Director
Marc Strode, Methodist Healthcare System

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** There were no members of the public present.

3. **BOARD EDUCATION
MRH Imaging
Department Updates
by Tricia Conner,
Imaging Director** The Board Education by Tricia Conner, Imaging Department Director scheduled for this meeting was tabled until the next Regular Session Meeting on October 25th, 2021.

4. **CONSENT AGENDA
Consider Approval of
Minutes** The Minutes from the Special Session Public Tax and Budget Hearing of September 13, 2021 were approved as presented in the Board packet.
 - A. **Special session
September 13,
2021**

5. **CONSIDER
APPROVAL OF CNO
REPORT** Ms. Bell began by discussing an article regarding burnout in healthcare professionals from COVID-19 and the subsequent nursing staffing shortage globally and in Texas. This strain has been felt at Medina Regional Hospital and surrounding communities. The hospital has received one respiratory therapist and two COVID nurses from the state, which has helped some with the staff burnout, but administration continues to apply for more agency staffing to meet the demands.

The Imaging Department at the hospital recently received the new digital x-ray equipment purchased with the Provider Relief Fund monies. The existing equipment will also be removed, and a portable digital x-ray unit will also be installed. This upgrade allows for nearly double the services offered by Medina Regional due to faster processing times and clearer images.

Finally, Ms. Bell presented the most recent COVID-19 statistics. 58.93% of Texans are fully vaccinated, and nearly 60,400 Texans have died from the ongoing pandemic. Ms. Bell discussed breakdown of the statistics by both race and gender, as presented in the Board packets. Booster shots for Pfizer shot have been approved for eligible individuals. The Medina County Health Unit will be administering the booster vaccines to patients who meet the criteria, as Medina Healthcare System did not give out any Pfizer vaccines. Hospital administration expects Moderna and Johnson & Johnson booster shots to be approved within the next few months, and are working on a plan for administering those boosters to patients when they become available.

6. **CONSIDER APPROVAL OF RURAL HEALTH CLINICS REPORT**

Mr. Frosch reported that all three clinic locations saw volumes that were well above budget for the month, including telemedicine visits. Hondo reported a loss of \$182.1K for the month, Devine reported a loss of \$23.5K, and Castroville reported a loss of \$38.1K for the month. There were a total of 6,057 clinic visits for the month of August, including telemedicine appointments, which was greater than the budgeted amount of 4,430 visits. Gross revenue was an astounding 35.4% above budget. Net revenue for the period was a \$243.6K loss for the period, and expenses were \$114.3K above budget. Contractual expenses were very high for the period, mostly due to staffing. Mr. Frosch noted that administration will switch to an income statement-style presentation of the data next month, to more accurately represent the breakdown of costs.

7. **CONSIDER MEDICAL STAFF REPORT**

Dr. Windrow reported that activities were slowly starting to settle back down in the clinics as COVID cases were once again trending in the negative direction. It is expected that many patients will want the booster vaccines when they become available.

MOTION

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

VOTE

The motion passed unanimously.

8. **CONSIDER PUBLIC CORRESPONDENCE REPORT**

Mr. Johnson presented the public correspondence report for the month of September. There were 33 total questionnaires returned from patients, as well as one letter received from a staff member expressing his gratitude to each of the Board members. There was 1 negative comment for the month from a patient who had received care at Medina Healthcare System, in regards to the food. 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. Young seconded.

VOTE

The motion passed unanimously.

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

Ms. Simons started by providing important highlights on several key ongoing projects. The Information Technology Department recently completed the phone system upgrade over Labor Day weekend. There were several kinks that had to be worked out with the new system, but administration believes the upgrade will greatly improve the overall patient scheduling experience. Additional schedulers are also being hired to help with this issue. Hospital leaders met with David Baker, Hondo Public Works Director, and Scott Albert, Hondo City Manager, regarding the 31st street improvement plans. The project will be taken to city council in October and the tentative completion date is January 2023. The New Castroville Specialty Clinic construction is well underway. Much of the groundwork in preparation for the concrete slabs has been completed. The project is still on track with the current schedule.

Ms. Simons moved to the 'People' section of the report. Ms. Bell, working with the Human Resources Department, is closely monitoring ongoing COVID vaccination mandates and is beginning to draft policies and procedures in preparation for a vaccine mandate. Cheryl Naquin, the former Hondo Clinic Manager, recently resigned to pursue a Master's degree. Interviews are being scheduled with candidates for that position. In addition, Will Byrd, Vice President of Human Resources, is working closely with Grace McBride, Business and Marketing Development Director,

to initiate a mail campaign to recruit local nurses for employment.

Ms. Simons reviewed the latest information regarding the Monoclonal Antibody Infusions. The government recently changed the allocation of the infusions due to the overwhelming demand for the treatments. The hospital, which was administering roughly 100 infusions per week, must apply for allocations and are not promised any supply of the drugs. Medina Regional Hospital has dropped to providing 24 infusions per week, depending on the amount allocated to the hospital.

Finally, Ms. Simons discussed plans for a Veteran's Day event in November. Mr. Johnson is working closely with Grace McBride to plan a Veteran's Day ceremony at the hospital on November 11th at 10am. More details will be forthcoming as the event gets closer.

MOTION

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

VOTE

The motion passed unanimously.

**10. CONSIDER
FINANCIAL REPORT**

**A. Consider
approval of the
August 2021
Financial
Report**

Mr. Frosch stated that this month was an extremely positive month for Medina Regional overall, with the highest-ever recorded gross revenue for the period. 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 August 2021 as presented during the Finance Committee meeting. Ms. Winkler seconded.

VOTE

The motion passed unanimously.

**11. REVIEW, CONSIDER,
AND APPROVE
RESOLUTION TO
RENEW THE REAL
ESTATE LOAN FOR
THE PROPERTY
LOCATED AT 3202
AVENUE G, HONDO,
TX, 78861**

Mr. Hardt noted that this item is simply a renewal of the real estate loan for the 3202 Avenue G location, which is also known as Specialty Clinic 3. The loan amount for the resolution is equal to \$338,662.26.

MOTION

Dr. Young made a motion to approve the Resolution to renew the real estate loan as presented in the Board packet in the total amount of \$338,662.26. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

**12. REVIEW, CONSIDER,
AND APPROVE
RESOLUTION FOR
PAYBACK OF USDA
LOAN #97-01 IN THE
TOTAL AMOUNT OF
\$7,690,374.22
PAYABLE OCTOBER
1, 2021**

Ms. Simons noted that this loan had an original date of November 2006, and is the final bond remaining to be paid down. If approved by the Board, the loan will be paid off on October 1, 2021 in the total amount of \$7,690,374.22. Each of the Board members sincerely thanked hospital administration and the staff for working diligently to make this momentous occasion possible for the Hospital District.

MOTION

Dr. Young made a motion to approve the Resolution for payback of USDA Loan #97-01 in the total amount of \$7,690,374.22 payable October 1, 2021 as presented in the Board packet. Mr. Bain seconded the motion.

VOTE

The motion passed unanimously.

**13. REVIEW, CONSIDER
AND APPROVE
MEDICAL STAFF
COMMITTEE CHART**

Ms. Bell noted that this is the annual approval of the Medical Staff Committee Chart. The Chart outlines the chain of command for Medina Healthcare System, and lists the different committees with the chair of the committee denoted.

MOTION

Ms. Winkler made a motion to approve the Medical Staff Committee Chart as presented in the Board packet. Mr. Johnson 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 September 27, 2021.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:13 p.m.



Tim Hardt, President



Tony Johnson, Secretary