

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

October 25, 2021

**TIME AND PLACE:**

The Medina County Hospital District Board of Directors met in regular session on Monday, October 25, 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  
Marc Strode, Methodist Healthcare System  
Randi Davis, Executive Administrative Assistant

**ABSENT:**

Lori Krieger, Director

**GUESTS:**

Clay Binford, Attorney with McCall, Parkhurst & Horton L.L.P.

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. **MINUTES**
  - A. **Regular session  
September 27,  
2021** The Minutes from the Regular Board Meeting of September 27, 2021 were approved as presented in the Board packet.
  
4. **DISCUSS AND TAKE  
POSSIBLE ACTION  
ON A RESOLUTION  
AUTHORIZING AND  
APPROVING THE TAX  
INCREMENT  
PARTICIPATION  
INTERLOCAL  
AGREEMENT  
BETWEEN THE  
DISTRICT AND THE  
CITY OF  
CASTROVILLE, TEXAS  
AND ORDERING  
OTHER MATTERS IN  
CONNECTION  
THEREWITH** Mr. Binford gave a brief presentation highlighting the key aspects of the project, and outlined the formal Board agreement. The Board had previously signed a resolution of intent to participate in the Interlocal agreement. The location of the property is in Castroville on ag-exempt land. The average house price for the project is \$375,000. The agreement defines the "Committed Tax Increment" as the District's total Tax Increment payment to the Tax Increment Fund, on the basis of its payment of 60% of its annual Tax Increment, over the Term of the TIRZ in the amount not to exceed \$2,500,000. The projected amounts are included in the contract, broken down by year. Mr. Binford expects the hospital to reach the \$2,500,000 amount at the end of year 13. The floor was opened for questions.

**MOTION**

Dr. Young made a motion to approve the Resolution authorizing and approving the Tax Increment Participation Interlocal Agreement between the District and the City of Castroville as presented by Mr. Binford and included in the Board packet. Mr. Bain seconded.

**VOTE**

The motion passed unanimously.

## CONSENT AGENDA

5. **CONSIDER  
APPROVAL OF CNO  
REPORT**

Ms. Bell began by announcing Lisa DuBose has accepted the role of COVID-19 Vaccine and Project Coordinator. Lisa has worked at Medina Healthcare System since 2017 in the Surgery Department. New digital x-ray equipment was recently installed in the Imaging Department. The Rehab Department recorded the most patients ever in a one-month period in September with 1,236 visits.

COVID-19 boosters are in the process of being approved. Medina Regional Hospital will be administering the Moderna vaccines as soon as they become available, starting with staff and them moving to the general public. Pfizer pediatric doses are also being ordered in anticipation of their approval in the upcoming week or so.

Ms. Bell provided Board members with an overview of the COVID-19 snapshot, specifically highlighting the \$24 Billion in additional labor costs incurred by hospitals compared to pre-pandemic levels, according to Premier Inc, AI Data.

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 gain of \$144.1K for the month, Devine reported a gain of \$50.8K, and Castroville reported a loss of \$76.1K for the month. There were a total of 5,562 clinic visits for the month of September, including telemedicine appointments, which was greater than the budgeted amount of 4,249 visits. Gross revenue was 25.8% above budget. Net revenue for the period was a \$118.8K gain for the period, and expenses were \$78.1K above budget.

7. **CONSIDER MEDICAL  
STAFF REPORT**

Dr. Windrow reported that there was a recent chickenpox outbreak at a local daycare facility. The clinic staff is also anticipating seeing more cases of flu this year than last year. Dr. Windrow reviewed the latest Quality and Patient Safety Outcome results, as well as the HCAHPS scores included in the report.

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 October. There were 16 total questionnaires returned from patients. There were no negative comments for the month. 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. Ms. Winkler seconded.

VOTE

The motion passed unanimously.

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

Ms. Simons started by announcing that Medina Healthcare System had been recognized as one of the Top Workplaces for the fifth year in a row. Board members commended staff and administration on their commitment to making Medina Regional Hospital a welcoming environment for employees and patients alike.

Ms. Simons presented updates on several ongoing projects. Administration met with David Baker, City of Hondo Public Works Director, regarding 31<sup>st</sup> street improvements and a brief timeline of the repairs. Grace McBride, Director of Marketing and Business Development, with assistance from Ms. Krieger and Ms. Winkler, recently initiated a Facebook marketing campaign that targets residents of Castroville and the surrounding areas. The campaign will feature weekly posts that highlight the clinics, the providers, and the specialists that are located in Castroville. Ms. Simons also gave a progress report on the new Castroville clinic. The concrete slab has been poured and

other major construction projects are being accomplished. The projected date of completion for the clinic is March 2022. Ms. Simons reviewed Information Technology (IT) Department upgrades to the existing security system. 44 additional security cameras were installed to increase safety and monitoring of patients and staff. Finally, Ms. Simons briefly discussed the catastrophic failure of the hospital boiler system and the measures that were taken to ensure patients had access hot water during this time.

Ms. Simons reviewed personnel updates for Medina Regional Hospital. The annual engagement survey will run from October 18 – November 1, and allows employees to anonymously provide feedback to hospital administration to better improve processes and policies. Additionally, Medina Healthcare System initiated a new program in October that allows dietary and environmental services employees to receive a \$5/day food subsidy that can be used to purchase lunch for the employee. Managers are not eligible for this new program.

Finally, Ms. Simons discussed upcoming events. The hospital held a blood drive on campus in early October. Additionally, Grace McBride and Tricia Conner, MHS Imaging Director, recently attended a career fair day at a local elementary school to talk to the students about bones and what radiologists do daily. Grace McBride and Amanda Rothe, Certified Diabetes Educator, attended a wellness fair in Devine to increase the community outreach in that area of the county. Medina Regional Hospital will also be participating in the upcoming Christmas in God's Country program organized by the Hondo Chamber of Commerce with the inclusion of a hospital float in the annual parade. Ms. Simons ended by encouraging Board members to attend the annual Veteran's Day Ceremony at the hospital on November 11<sup>th</sup> at 10am by the front flagpoles.

MOTION

Mr. Johnson made a motion to approve the CEO report as presented. Dr. Young seconded.

VOTE

The motion passed unanimously.

**10. CONSIDER  
FINANCIAL REPORT**

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

Mr. Frosch stated that this month was an extremely positive month for Medina Regional overall. 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 September 2021 as presented during the Finance Committee meeting. Dr. Windrow seconded.

VOTE

The motion passed unanimously.

**11. REVIEW, CONSIDER,  
AND APPROVE  
RESOLUTION TO  
EXTEND THE  
DEPOSITORY  
CONTRACT FOR TWO  
YEARS WITH HONDO  
NATIONAL BANK**

Mr. Frosch noted that this resolution is done every two years and that the contract should remain in effect even after the merger between Community National Bank and Hondo National Bank in early 2022.

MOTION

Mr. Bain made a motion to approve the Resolution to extend the Depository Contract for two years with Hondo National Bank as presented in the Board packet. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

**12. REVIEW, CONSIDER,  
AND APPROVE  
MEDINA**

Ms. Bell noted that this is simply an evaluation of the Performance Improvement Plan that was approved by the Board last year. It outlined how each specific goal was achieved during the period, and what measures were taken to meet the measures despite challenges of a pandemic.

**HEALTHCARE  
SYSTEM  
PERFORMANCE  
IMPROVEMENT  
PLAN FY 2021  
EVALUATION**

**MOTION**

Mr. Johnson made a motion to approve the Medina Healthcare System Performance Improvement Plan FY 2021 Evaluation as presented in the Board packet. Dr. Young seconded the motion.

**VOTE**

The motion passed unanimously.

**13. REVIEW, CONSIDER  
AND APPROVE  
MEDINA  
HEALTHCARE  
SYSTEM  
PERFORMANCE  
IMPROVEMENT  
PLAN FY 2022**

Ms. Bell noted that this is the annual Performance Improvement Plan for FY 2022. The four main objectives of the plan for this upcoming year are improving population health, reducing cost of care, enhancing the patient experience, and improving provider satisfaction. Ms. Bell also stated that Medina Healthcare System administration is focused on expanding specialty care services offered, as well as promoting a safety culture that encourages employees to report mistakes and learning opportunities without fear of retaliation.

**MOTION**

Ms. Winkler made a motion to approve the Medina Healthcare System Performance Improvement Plan FY 2022 as presented in the Board packet. Mr. Bain seconded the motion.

**VOTE**

The motion passed unanimously.

**14. REVIEW, CONSIDER  
AND APPROVE THE  
PURCHASE OF A  
NEW BOILER SYSTEM**

Ms. Simons discussed the recent catastrophic failure of the main hospital boiler system. Maintenance crews from Dallas were dispatched to install a temporary unit that allowed Medina Healthcare System to once again have hot water for patients. Hospital administration anticipates that the new unit will cost roughly \$75,000 for the installation, as well as an estimated \$25,000 in repairs to the existing structure.

**MOTION**

Mr. Bain made a motion to approve the purchase of a new boiler system in the amount of \$75,000. Ms. Winkler seconded the motion.

**VOTE**

The motion passed unanimously.

**15. REVIEW, CONSIDER  
AND APPROVE  
MEDICAL STAFF  
BYLAWS – ANNUAL  
REVIEW, NO  
CHANGES**

Ms. Bell noted that this is the annual approval of the Medical Staff Bylaws. This is just an annual review; no changes were made to the previously approved bylaws.

**MOTION**

Ms. Winkler made a motion to approve the Medical Staff Bylaws as presented in the Board packet. Dr. Windrow seconded the motion.

**VOTE**

The motion passed unanimously.

**16. REVIEW, CONSIDER  
AND APPROVE  
MEDICAL STAFF  
RULES AND  
REGULATIONS –  
ANNUAL REVIEW,  
NO CHANGES**

Ms. Bell noted that this is the annual approval of the Medical Staff Rules and Regulations. This is just an annual review; no changes were made to the previously approved rules and regulations.

**MOTION**

Dr. Windrow made a motion to approve the Medical Staff Rules and Regulations as presented in the Board packet. Mr. Johnson seconded the motion.

**VOTE**

The motion passed unanimously.

**17. REVIEW, CONSIDER AND APPROVE 2021 Q3 BOARD OF DIRECTORS EXPENSE REPORT**

**MOTION**

Mr. Bain made a motion to approve the Q3 Board of Directors Expense Report as presented in the Board packet. Dr. Young seconded.

**VOTE**

The motion passed unanimously.

**18. REVIEW, CONSIDER AND APPROVE AN INCREASE IN THE NURSING PRN RATE FROM \$30.00/HOUR TO \$38.00/HOUR**

Ms. Bell noted that the last time the nursing PRN rate was increased at Medina Healthcare System was in 2017. Medina Regional Hospital's current PRN rate is not competitive with other local hospitals, especially with the increased demand for nurses and the rise in agency nursing. While this will increase the rate Medina Regional Hospital pays PRN nurses, it will simultaneously decrease the need for agency nurses, which are currently receiving between \$125-\$175/hour.

**MOTION**

Ms. Winkler made a motion to approve an increase in the nursing PRN rate from \$30.00/hour to \$38.00/hour as presented in the Board packet. Mr. Bain seconded the motion.

**VOTE**

The motion passed unanimously.

**19. REVIEW, CONSIDER AND APPROVE CREDENTIALING OF BOTH ALLIED AND COURTESY STAFF**

Ms. Simons went down the list of Allied and Courtesy Staff members that are due for appointment, reappointment, or retirement of privileges from Medina Healthcare System. There were no major items to report on.

**MOTION**

Dr. Windrow made a motion to approve the credentialing of both Allied and Courtesy Staff as presented in the Board packet. Ms. Winkler seconded the motion.

**VOTE**

The motion passed unanimously.

**20. EXECUTIVE SESSION**

The Board of Directors of Medina Regional Hospital District went into Closed Session at 7:27 p.m., this date of October 25, 2021. The Closed Session is being held pursuant to Section 161.032 of the Texas Health and Safety Code.

The Board of Directors of Medina Regional Hospital District now adjourns its Closed Session at 7:38 p.m., and returned to Open Session at 7:39 pm.

Upon returning to regular session at 7:39 p.m., the Board did not take any action.


**NEW BUSINESS**

Mr. Hardt appointed the Nominating Committee for the upcoming Board nominations cycle. Mr. Johnson was nominated as the chairman of the committee, and Mr. Bain was nominated as the second person.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 7:40 p.m.

  
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Tim Hardt, President

  
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Tony Johnson, Secretary