

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

December 20, 2021

TIME AND PLACE: The Medina County Hospital District Board of Directors met in regular session on Monday, December 20, 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
Tony Johnson, Secretary
Lori Krieger, Director

Janice Simons, Chief Executive Officer
Kevin Frosch, Chief Financial Officer
Billie Bell, Chief Nursing Officer
Randi Davis, Executive Administrative Assistant

ABSENT: Dr. Carlton "Corky" E. Young, Vice President
Zachary Windrow, MD, 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 five members being present at that time and representing a quorum.
2. **PUBLIC COMMENT** There were no members of the public present.

CONSENT AGENDA

3. **MINUTES**
 - A. **Regular session
November 22,
2021** The Minutes from the Regular Board Meeting of November 22, 2021 were approved, pending the correction of "February 2021 – February 2022" to "February 2022 – February 2023" in the notes for the 2022 Marketing Campaign Proposal agenda item. There were no other corrections made to the minutes.
4. **CONSIDER
APPROVAL OF CNO
REPORT**

Ms. Bell began by thanking the Board of Directors on behalf of the Nursing Administration Department for the hospital. She then reviewed the results of the recent surprise state survey of the COVID-19 vaccination program that occurred on December 18th. The hospital received no deficiencies in the vaccine program which was a huge win. Additionally, the Imaging Department also recently underwent a state mammography survey and had no deficiencies for the third year in a row.

Ms. Bell reviewed the Trauma Program Quality Metrics with the Board. In November, the hospital received scores of 100% for all three quality metrics, which continued the positive trend seen throughout the calendar year. Ms. Bell expects this trend to continue to increase over the coming months.

Ms. Bell reviewed the most recent statistics for the COVID-19 pandemic. COVID + patients requiring ventilators and ECMO are both trending in the positive direction, indicating another potential wave of patients in the coming weeks. Medina Healthcare System has delivered roughly 227 booster doses, as well as 89 pediatric Pfizer doses to the local community.

Finally, Ms. Bell reviewed the recent capital purchases made by the surgical department. The first was a replacement blanket warmer totaling \$6500 and the second purchase was a replacement cleaning system for scopes totaling \$5230.

5. **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 \$43.3K for the month, Devine reported a gain of \$16.7K, and Castroville reported a gain of \$26.3K for the month. There was a total of 4,870 clinic visits for the month of November, including telemedicine appointments, which was greater than the budgeted amount of 4,016 visits. Gross revenue was 17.1% above budget. Net revenue for the period was a \$0.3K loss for the period, and expenses were \$10.2K above budget.

6. **CONSIDER MEDICAL STAFF REPORT**

There was no Medical Staff Report presented for the month of November.

MOTION

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

VOTE

The motion passed unanimously.

7. **CONSIDER PUBLIC CORRESPONDENCE REPORT**

Mr. Johnson presented the public correspondence report for the month of December. There were 21 total questionnaires returned from patients. There was 1 negative comment for the month, relating to the COVID infusion clinic chairs being uncomfortable. New chairs were ordered for the infusion clinics and patients are allowed to watch television or listen to music during their stay to make their visit more comfortable. Mr. Johnson commended staff on their dedication to providing patients with a positive experience within the hospital.

MOTION

Ms. Krieger made a motion to approve the Public Correspondence Report as presented. Mr. Bain seconded.

VOTE

The motion passed unanimously.

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

Ms. Simons started by thanking several of the Board members for recent contributions to the hospital, including Ms. Winkler bringing cookies for hospital staff members, Ms. Krieger for her help initiating the new marketing campaign, and Mr. Hardt for his attendance at the Baptist Health Foundation Grant Ceremony.

Ms. Simons provided updates on several ongoing projects. The Castroville clinic construction project is still on schedule to be completed in March 2022. The exterior weatherproofing has been initiated, and several inspections have been completed. The electrical work is the next main phase of the project, as well as the installation of plumbing vents and drains.

Ms. Simons reviewed several ongoing staffing updates. The hospital recently initiated a new campaign for nurses aimed toward increasing qualified applicants. Any new applicant is eligible to receive up to a \$10K sign-on bonus upon being hired. Kristi Evans, Medina Healthcare System Trauma Coordinator, was appointed as the interim director of the Emergency Department. Finally, the federal courts have indefinitely suspended the COVID-19 vaccine mandates for the majority of healthcare workers, so hospital staff will no longer be required to present proof of vaccination. This is an ongoing situation and administration will continue to update the Board accordingly.

Ms. Simons congratulated several hospital departments on recent surveys that went extremely well. Amanda Rothe, the Diabetes Educator for the hospital, recently received annual program accreditation for the diabetes education program. MHS also received a perfect compliance score at all locations during a recent Fire Marshall inspection, with no hazards or deficiencies noted. The Imaging Department scored a perfect score for the third year in a row on the recent mammography survey. The Health Information Management (HIM) Department also received perfect scores on the recent Acknowledgement of Paternity inspection. The recent Ethics and Compliance audit went extremely well, and final results will be presented to the Board at a future meeting. Finally, the COVID-19 vaccine clinic also received no deficiencies on the surprise state survey conducted last week.

Ms. Simons reviewed the most current COVID-19 vaccine data, as well as case data for Medina County. Roughly 55% of eligible Medina County citizens have been fully vaccinated. Texas is at roughly 60% fully vaccinated.

Finally, Ms. Simons reviewed the recent community engagement activities for the hospital and hospital staff. Over 50 senior citizens were adopted as part of the "Angel Tree" initiative and were presented with Christmas gifts from hospital employees. Christmas cards have been sent out to local businesses and other key stakeholders with the hospital. Finally, the 2022 marketing campaign is gearing up and will begin in February 2022.

MOTION

Mr. Bain made a motion to approve the CEO report as presented in the Board packets. Ms. Krieger seconded.

VOTE

The motion passed unanimously.

9. **CONSIDER FINANCIAL REPORT**
A. **Consider approval of the November 2021 Financial Report**

Mr. Frosch stated that this month was an extremely positive month for Medina Regional overall. Mr. Hardt 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

Mr. Bain made a motion to approve the Financial Report for November 2021 as presented during the Finance Committee meeting. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

10. **REVIEW, CONSIDER AND APPROVE THE HOSPITAL DISASTER PLAN**

Ms. Bell discussed the Hospital Disaster Plan, which is due for the annual review. There were no changes made to this document.

MOTION

Ms. Winkler made a motion to approve the Hospital Disaster Plan as presented in the Board packet. Mr. Bain seconded.

VOTE

The motion passed unanimously.

11. **REVIEW, CONSIDER, AND APPROVE THE REVISED HOSPITAL FIRE PLAN**

Ms. Bell discussed the Revised Hospital Fire Plan, which is due for the annual review. The only change to the document was to update language specific to the new phone system.

MOTION

Ms. Krieger made a motion to approve the Revised Hospital Fire Plan as presented in the Board packet. Ms. Winkler seconded.

VOTE

The motion passed unanimously.

12. REVIEW, CONSIDER AND APPROVE THE REVISED HOSPITAL SAFETY PLAN

Ms. Bell discussed the Hospital Safety Plan, which is due for the annual review. There were no changes made to this document.

MOTION

Mr. Bain made a motion to approve the Hospital Safety Plan as presented in the Board packet. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

13. REVIEW, CONSIDER AND APPROVE RESOLUTION TO PURCHASE THE PROPERTY LOCATED AT 607 30TH STREET, HONDO, TEXAS, MEDINA COUNTY, IN THE AMOUNT OF \$170,000

Mr. Hardt explained that the building of interest is the last remaining property on the block, and the purchase would complete the Medina Healthcare System campus. The existing building is not usable for the hospital district and may need to be torn down or sold. The property will need to be rezoned as a commercial property. The total cost of the building will be \$170,000, plus any additional closing costs incurred. The closing should occur around the 25th – 28th of January 2022.

MOTION

Mr. Bain made a motion to approve the resolution to purchase the property located at 607 30th Street, Hondo, Texas, Medina County, in the amount of \$170,000 plus any additional closing costs. Ms. Winkler seconded.

VOTE

The motion passed unanimously.

14. REVIEW, CONSIDER, AND APPROVE RESOLUTION REGARDING THE FACILITY MANAGER FOR GUADALUPE VALLEY NURSING AND REHABILITATION CENTER TO CONSENT TO THE TRANSACTION AND TRANSFER OF THE FACILITY MANAGER'S INTERESTS AND AUTHORIZE THE BOARD CHAIRMAN TO EXECUTE AGREEMENTS RELATING TO THE DISTRICT'S CONTRACTS FOR MANAGING THE FACILITY AS REQUIRED TO AMEND THE OPERATING AGREEMENTS TO THE NEW MANAGING ENTITY.

Mr. Frosch discussed this agenda item with the board. Regency, the management company for Guadalupe Valley Nursing and Rehabilitation Center, is finalizing a debt restructuring process and is seeking the hospital's approval of the restructuring process as required in the agreement. Attorneys for the hospital have reviewed the agreement.

MOTION

Ms. Winkler made a motion to approve the resolution as stated. Mr. Johnson seconded the motion.

VOTE

The motion passed unanimously.

15. REVIEW, CONSIDER, AND APPROVE RESOLUTION REGARDING THE FACILITY MANAGER FOR TOWN AND COUNTRY NURSING AND REHABILITATION CENTER TO CONSENT TO THE TRANSACTION AND TRANSFER OF THE FACILITY MANAGER'S INTERESTS AND AUTHORIZE THE BOARD CHAIRMAN TO EXECUTE AGREEMENTS RELATING TO THE DISTRICT'S CONTRACTS FOR MANAGING THE FACILITY AS REQUIRED TO AMEND THE OPERATING AGREEMENTS TO THE NEW MANAGING ENTITY.

Mr. Frosch discussed this agenda item with the board. This is identical to the previous item, with the exception of the facility in question. Regency, the management company for Town and Country Nursing and Rehabilitation Center, is finalizing a debt restructuring process and is seeking the hospital's approval of the restructuring process as required in the agreement. Attorneys for the hospital have reviewed the agreement.

MOTION

Mr. Johnson made a motion to approve the resolution as stated. Ms. Krieger seconded the motion.

VOTE

The motion passed unanimously.

16. APPROVE SETTLEMENT, RELEASE, AND INDEMNITY AGREEMENT

Ms. Simons explained that this is the approval of a \$25K settlement relative to a recent occurrence in the Surgery Department.

MOTION

Ms. Winkler made a motion to approve the Settlement, Release, and Indemnity Agreement in the amount of \$25,000. Mr. Bain seconded the motion.

VOTE

The motion passed unanimously.

17. EXECUTIVE SESSION

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of December 20, 2021.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:04 p.m.



Tim Hardt, President



Tony Johnson, Secretary