

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

September 26, 2022

TIME AND PLACE:

The Medina County Hospital District Board of Directors met in regular session on Monday, September 26, 2022 at 6:30 p.m. at the Medina Regional Hospital Boardroom, 3100 Avenue E, Hondo, Texas.

PRESENT:

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

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

ABSENT:

Marc Strode, Methodist Healthcare System

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 6:31 p.m. He stated for the record that the Board of Directors has seven members with seven members being present at that time and representing a quorum.
2. **PUBLIC COMMENT** There were no members of the public present.
3. **BOARD EDUCATION
– PRESENTATION OF
VARIOUS "DID YOU
KNOW?" VIDEOS
FROM SOCIAL MEDIA
MARKETING
CAMPAIGN** The Board watched four of the new social media marketing campaign videos that are being designed to highlight different services, location, and patient testimonials of Medina Healthcare System. The video topics included overall services, the Medina Healthcare Fund, the Devine Rural Health Clinic, and a patient testimonial regarding the outpatient Rehabilitation services offered at MRH. Board members expressed their appreciation and support for the videos and look forward to seeing them presented to the community.

CONSENT AGENDA

4. **CONSIDER
APPROVAL OF
MINUTES** The Minutes from the Special Board Meeting of September 12, 2022, were approved as presented in the Board Packet.
 - A. **Special Session
September 12,
2022**
5. **CONSIDER
APPROVAL OF CNO
REPORT** Ms. Bell began by announcing several recent staffing changes within the clinical nursing departments. Amanda Zavala, the former Infection Preventionist at MHS, has accepted the role of Labor and Delivery Director. Lisa DuBose RN, former COVID Vaccination Coordinator, has moved

into the Infection Preventionist role to fill Amanda's previous spot. Ronda Cote, former Emergency Department Director, has accepted the role of Rural Health Clinic Clinical Informatics Nurse, which will be instrumental throughout the Meditech implementation process. The Director position will be posted, and an interim will be selected in the meantime. Additionally, an OB RN has also resigned. Her position will be posted as well.

Ms. Bell reviewed trends in the MHS agency usage. Although agency utilization continues to exceed budget, the total spent in August was \$114,268 which is the least spent in one month during this fiscal year to date.

Ms. Bell noted that deliveries exceeded expectations for the month of August, with 21 deliveries versus the budgeted 15. Finally, Ms. Bell reviewed the new partnership with Loree Tamayo Management and Consulting, which aims to identify appropriate admits from the ED, increase patient follow-up for future services, facilitate care coordination, and improve overall ED satisfaction.

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. Hondo reported a gain of \$3.2K for the month, Devine reported a gain of \$41.0K, and Castroville reported a gain of \$45.6K for the month. There were a total of 5,565 clinic visits for the month of August, including telemedicine appointments, which was greater than the budgeted amount of 4,279 visits. Gross revenue was 21.1% above budget. Net revenue for the period was a \$89.8K gain, and expenses were \$7.7K above budget.

7. **CONSIDER MEDICAL STAFF REPORT**

Dr. Windrow stated that the clinics have been extremely busy overall, still seeing some patients with COVID but not near as many as before. Flu is starting to appear in the clinics, which is expected at this time of year. Dr. Windrow noted that the staffing situation was improving as administration has been able to fill several open clinical, scheduling, and office staff positions.

MOTION

Mr. Johnson made a motion to approve the Consent Agenda. Dr. Young 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 29 total questionnaires returned from patients. There were 2 negative comments received for the month regarding the water in the Surgical Department and the scheduling of procedures. Mr. Johnson noted that both of these requests had been addressed and resolved moving forward.

MOTION

Mr. Bain made a motion to approve the Public Correspondence Report as presented. Dr. Windrow seconded.

VOTE

The motion passed unanimously.

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

Ms. Simons provided updates on Growth within Medina Healthcare System. Administration selected RVK, an architectural firm, for the remodel of the existing Castroville Clinic space. The bid process was initiated, but only two bids were received, neither of which met MHS expectations. The project will go out to bid for two additional weeks in the local newspapers, in hopes of acquiring new bids that fall more in line with MHS expectations. Hospital administration met with officials from the City of Hondo on August 30th to discuss the 31st Street Improvement project. The estimated completion of the project is March 2023, and will include curbs, sidewalks, and a turn lane for the hospital entrance.

Ms. Simons reviewed several ongoing staffing updates. Grace McBride, former MHS Marketing Director, had her final day on September 15th. Her position has been posted on the website. Several advertisements have gone out for Environmental Services and Dietary Staff positions with sign-on bonus options, but no applications have been received.

Ms. Simons discussed several quality and service items from the last several weeks. HCAHPS Scores have been received and are still not at the level MHS Administration expects, which will be discussed and addressed over the coming months. The Laboratory Department ran a total of 37,291 tests in August and saw 2,515 patients throughout the month. The Lab also had their annual Commission on Office Laboratory Accreditation (COLA) Survey on August 30-31st and scored an astonishing 99.6%. Several meetings have been held already with staff from Meditech as the implementation process is underway, with many more scheduled throughout the next few months as the Go-Live date approaches.

Finally, Ms. Simons reviewed previous and upcoming community events. On September 1st, the Castroville Economic Development Council and City Officials toured the Hospital and Hondo RHC. On September 2nd, the Marketing representative attended the Hondo Chamber Breakfast at Aaron and Hurr Salon. On September 9th, MHS hosted the new owners of Vista Verde Ranch for coffee and a tour of the facilities.

MOTION

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

VOTE

The motion passed unanimously.

10. CONSIDER FINANCIAL REPORT

A. Consider approval of the August 2022 Financial Report

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.

Mr. Hardt requested a brief summary of the approved FYE 09/30/2023 budget for the Board members who were absent from the Public Hearing meeting. Mr. Frosch reviewed the key items for volume growth and decline that were expected for the upcoming fiscal year, such as the optimization of case management and the transition to Meditech Electronic Health Record. Mr. Frosch explained how CHIRP, RAPPS, and other programs played into the budget calculations, and Ms. Simons noted that there are no expected Grants or Donations expected for this fiscal year. Mr. Frosch reiterated that the Board requested and approved the increase in the Salaries line from 4.0% to 5.2% at the budget approval meeting, which is reflected on the new Income Statement. He noted that several calls had been conducted with Methodist to solidify budget projections.

MOTION

Dr. Young made a motion to approve the Financial Report for August 2022 as presented during the Finance Committee meeting. Ms. Winkler seconded.

VOTE

The motion passed unanimously.

11. REVIEW, CONSIDER, AND APPROVE ELECTION ORDER OF CANCELLATION

Ms. Simons noted that because no additional applications were submitted for the Board of Director positions for the election on November 8, 2022, the Board needs to approve the Order of Cancellation document that will be posted at all polling locations. This follows the Certificate of Unopposed Candidates that was approved at the Special Session Board Meeting held on September 12, 2022. Because Medina County Hospital District does not need to hold an election this year, they will not need to pay the \$10,400.00 as outlined in the previously signed contract with the Medina County Elections Department.

MOTION

Dr. Young made a motion to approve the MCHD Order of Cancellation as presented in the Board packet. Mr. Johnson seconded the motion.

VOTE

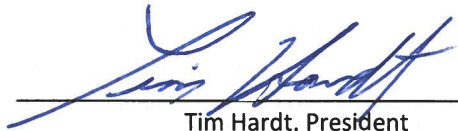
The motion passed unanimously.

12. EXECUTIVE SESSION

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of September 26, 2022.

13. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:19 p.m.



Tim Hardt, President



Tony Johnson, Secretary