

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

December 19, 2022

**TIME AND PLACE:**

The Medina County Hospital District Board of Directors met in regular session on Monday, December 19, 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 Strobe, 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 6:30 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.

**CONSENT AGENDA**

**3. CONSIDER  
APPROVAL OF  
MINUTES**

**A. Regular Session  
November 28,  
2022**

The Minutes from the Regular Board Meeting of November 28, 2022 were approved as presented in the Board Packet.

**4. CONSIDER  
APPROVAL OF CNO  
REPORT**

Ms. Bell started by reviewing several staffing updates. Johannah Dowell recently completed the American Operating Room Nurse's Association (AORN) Perioperative 101 Curriculum. David Caceres, MHS Laboratory Director, was awarded the Pillar Award for the organization at the Methodist Centers for Leadership Excellence (MCLE) event for his significant contributions within the lab department over the last several years.

Ms. Bell reviewed the inpatient volumes for the month of November. Acute Admits were at 150% of budget for the month, while Swingbed Days and Births were at 123% and 100% of budget, respectively. Total Emergency Departments for the 2022 calendar year were also reviewed, with positive trends noted for the vast majority of the year.

Ms. Bell discussed the 2022 Perinatal Care Dashboard for MHS. YTD, there have been 145 total deliveries, with a primary C-section rate of 21.7%. MHS is projected to have a total of 154 deliveries for the 2022 calendar year.

Finally, Ms. Bell reviewed the internet response report for MHS as compared to other competitors in the region. MHS scored a 5.0 score for overall Patient Feedback Score (PFS). The National average score is 3.5, and the HCA Hospitals overall score is 3.8.

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. Hondo reported a loss of \$8.0K for the month, Devine reported a gain of \$13.1K, and Castroville reported a gain of \$5.0K for the month. There were a total of 5,536 clinic visits for the month of November, including telemedicine appointments, which was greater than the budgeted amount of 4,490 visits. Gross revenue was 26.7% above budget. Net revenue for the period was a \$10.1K gain, and expenses were \$49.6K below budget.

6. **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, RSV, allergies, and the common cold are being seen 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.

7. **CONSIDER PUBLIC CORRESPONDENCE REPORT**

Mr. Johnson presented the public correspondence report for the month of December. There were 13 total questionnaires returned from patients, along with one Google review. There was one negative comment received for the month, relating to the linen used for a procedure. The Google rating received was 5 out of 5 stars, praising hospital staff for a recent trip to the Emergency Department.

**MOTION**

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

**VOTE**

The motion passed unanimously.

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

Ms. Simons provided updates on Growth within Medina Healthcare System. Several meetings have been held between MRH Administration, Facilities Director John Giacomino, Jason Puchot with RVK Architecture, and Nathan and Cade Griggs from NC Construction, Inc. to begin the process of remodeling the existing Castroville RHC space. The AIA documents were signed on December 6<sup>th</sup> and construction began later that week. Additional signage has been placed in and around the clinic to make patients aware of the changes.

Ms. Simons reviewed several ongoing staffing updates. Several MHS Department Directors attended the recent Methodist Centers for Leadership Excellence (MCLE) event hosted by Methodist on November 29<sup>th</sup>. Jeana Cates officially started as the new MHS Marketing Director on November 21<sup>st</sup> and will be working closely with Ashley Lowe to learn more about the organization over the next few months. Ms. Simons also noted that a candidate is being interviewed to fill the Vice President of Nursing position, which will assist the CNO in guiding the nurse leadership team. Finally, employee Christmas gifts were distributed on December 15<sup>th</sup>. Each staff member received cookies and a \$50 HEB gift card for their hard work throughout the year.

Ms. Simons discussed several quality and service items from the last several weeks. She started by reviewing the ED HCAHPS score card. This is the first time MHS has conducted these surveys from the emergency department patients, and this is the first round of results. Hospital Administration has begun discussions to ascertain the best direction for the replacement of the existing MRI

Equipment in the Imaging Department. The magnet is still up to safety and quality standards, but the software and surrounding equipment has reached end of life and will need to be replaced. Additionally, Ms. Simons announced that she signed a resolution, requested by the Medina County Judge, in support of the creation of an Adult Sexual Assault Response Team serving Medina County. The goal of this agreement is to promote communication and collaboration among agencies involved in the evaluation and investigation of sexual assault within the county.

Finally, Ms. Simons reviewed previous and upcoming community events. Medina Healthcare System has been actively advertising in the local newspapers for hospital staff, including a Director of Emergency Services, Environmental Services staff, Dietary employees, CNAs, and nurses. MHS is hosting a nursing home donation drive for the local nursing homes. Blankets, decks of cards, and board games have been collected by staff members and will be delivered next week in honor of Christmas.

MOTION

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

VOTE

The motion passed unanimously.

9. CONSIDER FINANCIAL REPORT

A. Consider approval of the November 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.

MOTION

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

VOTE

The motion passed unanimously.

10. REVIEW, CONSIDER, AND APPROVE THE HOSPITAL DISASTER PLAN – CHANGES NOTED

Ms. Bell discussed the Hospital Disaster Plan, which is due for annual review. The only change was the addition of a section to outline the duties of non-ED physicians during a Hospital disaster.

MOTION

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

VOTE

The motion passed unanimously.

11. REVIEW, CONSIDER, AND APPROVE THE REVISED HOSPITAL FIRE PLAN – ANNUAL REVIEW, NO CHANGES

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

MOTION

Ms. Krieger made a motion to approve the Hospital Fire Plan as presented in the Board Packet. Dr. Young seconded.

VOTE

The motion passed unanimously.

**12. REVIEW, CONSIDER, AND APPROVE THE REVISED HOSPITAL SAFETY PLAN – ANNUAL REVIEW, NO CHANGES**

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

**MOTION**

Ms. Winkler made a motion to approve the Hospital Safety Plan as presented in the Board Packet. Dr. Windrow seconded.

**VOTE**

The motion passed unanimously.

**13. REVIEW, CONSIDER, AND APPROVE ANNUAL BCBC RENEWALS**

Mr. Frosch noted the different lines of coverage for employee benefits, and the renewal outcome of several key items. Most notably, the medical insurance coverage from Blue Cross Blue Shield of Texas decreased by 0.9%, with a potential to reach up to a 1.9% decrease in coverage. Other items reviewed were Directors and Officers, Employment Practice, Fiduciary, and Crime lines of coverage.

**MOTION**

Dr. Young made a motion to approve the Annual Employee Benefits, including the Blue Cross Blue Shield medical insurance renewals, as presented in the Board packet. Mr. Bain seconded the motion.

**VOTE**

The motion passed unanimously.

**14. REVIEW, CONSIDER, AND APPROVE PHYSICIAN RVU INCREASES AND QUALITY INCENTIVE PAYMENTS IN THE APPROXIMATE AMOUNT OF \$350,000**

Mr. Frosch and Ms. Simons discussed the need to increase physician Relative Value Unit (RVU) from 2020 rates to more current values assigned by the Centers for Medicare & Medicaid Services. The existing RVU for MHS clinical physicians is 36. This proposed increase will move the base rate from 36 to 38 but will also allow the physicians who meet certain quality incentive payments to increase their RVU to a maximum of 42. Administration is still outlining these quality incentives to align with the implementation of the new Meditech Electronic Health Record and to keep the process fair for new and existing physicians. Ms. Simons noted that the approximate total amount of implementing this increase in RVUs will be \$350,000.

**MOTION**

Ms. Winkler made a motion to approve the increase in Physician RVUs and Quality Incentive Payments in the approximate amount of \$350,000 as presented in the Board packet. Ms. Krieger seconded the motion. Dr. Windrow abstained from voting.

**VOTE**

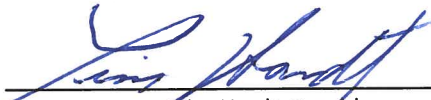
The motion passed unanimously. Dr. Windrow abstained from voting.

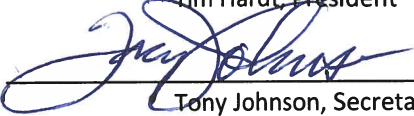
**15. EXECUTIVE SESSION**

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of December 19, 2022.

**16. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 7:14 p.m.

  
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Tim Hardt, President

  
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Tony Johnson, Secretary