

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

April 24, 2023

**TIME AND PLACE:**

The Medina County Hospital District Board of Directors met in regular session on Monday, April 24, 2023 at 6:30 p.m. at the Medina Regional Hospital Boardroom, 3100 Avenue E, Hondo, Texas.

**PRESENT:**

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

**GUEST:**

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 6:39 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. NEW BUSINESS –  
CEO RECRUITMENT  
UPDATES PROVIDED  
BY MARC STRODE**

Mr. Strode provided updates on the CEO recruitment process. The Methodist Human Resources Department received over 30 applications for the position and has narrowed the list down to 5 extremely qualified semi-finalists, to include one internal candidate and four external candidates. Within the next week, these candidates will be narrowed down to 2-3 finalists, who will be brought in for on-site interviews during May. Each candidate will receive their own interview day, where they will interview with senior management, the Board, and the Medical Staff leadership. The candidates will also receive a tour of the facilities as well as a tour of Hondo and Medina County. Janice suggested that MHS leadership can hold a brief workshop before the interview days to review appropriate interview questions and answer any lingering questions from the Board.

**CONSENT AGENDA**

**4. CONSIDER  
APPROVAL OF  
MINUTES**

**A. Special Session  
April 5, 2023**

The Minutes from the Special Session Board Meeting of April 5, 2023 were approved as presented in the Board Packet.

5. **CONSIDER  
APPROVAL OF CNO  
REPORT**

Ms. Bell started by recounting her recent experience attending the CMS Innovation Center Meeting in Austin Texas on April 20<sup>th</sup>. Ms. Billie provided feedback to the hosts from a rural perspective on proposed repayment models for underserved populations of Texas. This meeting was intended to showcase a growing portfolio of the CMS Innovation Center regarding various payment and service delivery models for achieving better care for patients, better health outcomes, and lower costs through healthcare system improvement.

Ms. Bell announced that a second meeting will be held in late May regarding the MRI project. MHS Administration held an initial site visit with field engineers and project managers to discuss the project, and a decision was made to upgrade the existing equipment software rather than replacing the unit in its entirety. The cost of the upcoming upgrade is approximately \$1.8M. This upgrade would expand the current testing menu and enhance the imaging quality for specialists.

Finally, Ms. Bell reviewed the Infection Control Quality metrics with the Board, as well as the Emergency Department volumes from July 2022 through March 2023. All Infection Control benchmarks have been met within the last year.

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

Mr. Frosch reported that there is no RHC Report included in this month's Board packet due to the recent transition from the Healthland electronic health record (EHR) to the new Meditech EHR System, but that the volumes were slightly lower than normal averages due to the reduction in physician schedules while the Meditech system was rolled out. Physician volumes are slowly rebounding and are expected to return to 100% capacity within the next month or so.

7. **CONSIDER MEDICAL  
STAFF REPORT**

Dr. Windrow reviewed the Quality and Patient Safety Outcome scorecard for Hospital Acquired Infections, which indicated that no infections had occurred in any of the last four quarters of reporting. Dr. Windrow also reviewed the 2022 Perinatal statistics, especially highlighting the primary cesarean section rate for MHS, which totaled 21.3% for 2022, below the national average of 24-25%. Finally, Dr. Windrow reviewed the FY 2023 30-Day Readmission Rates.

8. **CONSIDER PUBLIC  
CORRESPONDENCE  
REPORT**

Mr. Johnson presented the public correspondence report for the month of April. There were 22 total questionnaires returned from patients after receiving care at MHS. There were 4 negative comments for the month, 3 of which directly related to the new Meditech EHR system. Mr. Johnson reminded Board members that this is an entirely new system and that the transition was expected to cause slight disruptions in patient flow. Many of the comments returned praised outpatient departments such as Physical Therapy and Outpatient Surgery.

**MOTION**

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

**VOTE**

The motion passed unanimously.

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

Ms. Simons provided updates on Growth within Medina Healthcare System. The Castroville RHC Remodel project has been completed. Several parking lots throughout campus have been restriped to provide better parking for patients. Additionally, the blue hospital signage has been updated on the west side of Hondo. Finally, an asbestos survey has been completed on Specialty Clinic 1 and the old WIC building. Brandon Haby, Facilities Superintendent, has agreed to attend next month's Board meeting to provide a more in-depth update of the ongoing campus projects.

Ms. Simons reviewed several ongoing staffing updates. Several interviews have been held for the Director of Human Resources position, with one especially promising candidate for the position. The hospital recently hired a new chef for the dietary department to expand the menu options and improve the overall dining experience for staff and patients. An additional maintenance

technician has been hired to assist that department with the increasing demand, and a new Patient Access Supervisor has been hired as well. Several staff members recently attended the Methodist Centers for Leadership Excellence (MCLE) event in San Antonio, where Eli Lainhart, MHS Information Technology Director, was awarded the Pillar Award for his outstanding work with the transition to the new Meditech EHR system.

Ms. Simons discussed several quality and service items from the last several weeks. She started by reviewing the recent CMS Life Safety Code Survey results, which included only one deficiency. This item has since been corrected and the appropriate course of action to document the actions was taken. Ms. Simons then reviewed both the Quality and Emergency Department scorecards for the Board as well.

Ms. Simons reviewed several recent updates throughout the hospital system, including two recent articles from the Texas Hospital Association. Ms. Simons also announced the schedule for the new MHS Security Officer who will be working overnight on the weekends. Ms. Simons also discussed several recent updates from TORCH.

Finally, Ms. Simons reviewed several recent community events. Doctor's Day was March 30<sup>th</sup>. Each physician received a small gift basket for their hard work and continued success, as well as an advertisement in the local newspapers thanking them for their service to Medina County. Medina Healthcare System was a sponsor for the Tour de Castroville event on April 1<sup>st</sup>. Marketing Director Jeana Cates attended and passed out water and snacks to the race participants. MHS also had a booth at the CASA Go Blue Day event on April 19<sup>th</sup>, as well as the Rick Taylor Rec Center 3<sup>rd</sup> Annual BBQ Cookoff event. Finally, MHS participated in the Career Day activities at La Coste Elementary School on April 20<sup>th</sup>.

MOTION

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

VOTE

The motion passed unanimously.

**10. CONSIDER FINANCIAL REPORT**

**A. Consider approval of the March 2023 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 oral report presented by Mr. Frosch.

MOTION

Dr. Young made a motion to approve the Financial Report for March 2023 as presented during the Finance Committee meeting. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

**11. REVIEW, CONSIDER, AND APPROVE THE MEDINA COUNTY HOSPITAL DISTRICT'S ANNUAL SELF-PERFORMANCE APPRIASAL SUMMARY**

Mr. Hardt noted that overall, the results of the self-performance appraisal were consistent across all Board members. Dr. Young suggested that the hospital host an educational seminar regarding the strategic planning for the hospital after the new CEO takes over, as this was the most widely varied question on the self-performance appraisal summary.

MOTION

Mr. Johnson made a motion to approve the Medina County Hospital District's Annual Self-Performance Appraisal Summary as presented in the Board packet. Dr. Windrow seconded.

VOTE

The motion passed unanimously.

12. **REVIEW, CONSIDER, AND APPROVE 2023 Q1 BOARD OF DIRECTORS EXPENSE REPORT** There were no changes made to the 2023 Q1 Board of Directors Expense Report.
- MOTION**
- Mr. Bain made a motion to approve the 2023 Q1 Board of Directors Expense Report as presented in the board packet. Mr. Johnson seconded.
- VOTE**
- The motion passed unanimously.
13. **REVIEW CONFLICT OF INTEREST POLICY AND SIGN CONFLICT OF INTEREST FORMS FOR BOARD OF DIRECTORS** Mr. Hardt explained that the Conflict-of-Interest Forms are an annual requirement for the Board of Directors as part of the Conflict of Interest Policy and Board Bylaws. Mr. Hardt asked that Board of Directors complete the form and return to Ms. Davis at their earliest convenience.
14. **REVIEW, CONSIDER, AND APPROVE OB RN MEDICAL SCREENING AUTHORIZATION** Ms. Bell stated that this report authorizes which nurses are able to perform exams in the emergency department for pregnant patients who are greater than 20 weeks gestation. The only change since the last Board approval is the addition of two agency nurses to the active list.
- MOTION**
- Ms. Winkler made a motion to approve the OB RN Medical Screening Authorization as presented in the Board packet. Mr. Johnson seconded.
- VOTE**
- The motion passed unanimously.
15. **REVIEW, CONSIDER, AND APPROVE EMPLOYED PHYSICIAN MEDICAL DECISION-MAKING POLICY (HR.001.01) – ANNUAL REVIEW, NO CHANGES** Ms. Simons noted that this is an annual review of the Employed Physician Medical Decision-Making Policy. No changes have been made since the policy was presented to the Board last year.
- MOTION**
- Mr. Bain made a motion to approve the Employed Physician Medical Decision-Making Policy (HR.001.01) as presented in the Board packet. Ms. Winkler seconded.
- VOTE**
- The motion passed unanimously.
16. **DISCUSS PROPOSED TIRZ AGREEMENT WITH HONDO CREEK FARMS SUBDIVISION** Mr. Hardt explained that hospital administration had been approached by the developers of the new Hondo Creek Farms subdivision in Hondo about a Tax Increment Reinvestment Zone proposal for a new 500-house project in Hondo. Mr. Hardt noted that this was only a discussion item, and no motion was needed at this time. Mr. Hardt also mentioned that the Board had approved a separate TIRZ Agreement for a subdivision in Castroville several years ago.
- MOTION**
- There was no motion taken on this item.
17. **REVIEW, CONSIDER, AND APPROVE CREDENTIALING OF BOTH ALLIED AND COURTEST STAFF AS DISCUSSED IN EXECUTIVE SESSION** 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.
- MOTION**
- Mr. Bain made a motion to approve the credentialing of both Allied and Courtesy Staff as presented in the Board packet. Dr. Young seconded the motion.

VOTE

The motion passed unanimously.

**18. EXECUTIVE SESSION**

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date of April 24, 2023.

**19. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 7:39 p.m.



Tim Hardt, President



Tony Johnson, Secretary

