

**NOLAN COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
OCTOBER 28, 2019**

MEMBERS PRESENT: Steve Holcomb, Rodney Foster, Cheyenne Smith, Kenny Maxwell, Linda Kite, Mila Gibson, Jose Villafranca, Carla Howard/Recorder

MERMBERS ABSENT: None

OTHERS PRESENT: Donna Boatright, Rhonda Guelker, Julie Hall, Mickey Williams, Jessica Bond, Doug Dippel, Sherma Barham

Steve Holcomb called the regular meeting of the Nolan County Hospital Board of Directors to order at 5:45 p.m. in the Hospital Classroom. Mr. Holcomb announced that a quorum was present, that the meeting had been duly called and that notice of the meeting has been posted for the time and manner as required by law.

PREVIOUS MINUTES

The minutes of the September 2019 Board meeting were reviewed. **Motion was made by Cheyenne Smith to approve the minutes of the September 2018 meeting and was seconded by Jose Villafranca; motion carried.**

CITIZEN INPUT

None

MEDICAL STAFF REPORT

There were no issues at this time.

ADMINISTRATOR'S REPORT

Mrs. Boatright stated the policy to approve the Citizen Input was not on the agenda and will bring at next month's Board meeting. She stated it is a new State Law that requires to have citizen input opportunity. She handed out a draft of the policy and ask the Board to make any comments and she would bring it back next month with the corrections.

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Mrs. Boatright informed the Board that she is waiting on a scheduled time to interview a general surgeon candidate.

FINANCE

Rhonda Guelker gave a report on the September 2019 financial statement. She stated the inpatient revenue was \$83,002 under budget and outpatient revenue was over budget \$57,570. RHC was over budget \$377. She stated a detailed report was presented at the Finance Committee meeting. Mrs. Guelker gave hand-outs of the dashboard.

Overall Net Loss for the month was \$676,634 better than budget and \$1,326,034 better than prior year.

Mr. Holcomb re-iterated that Mrs. Guelker had gave a detailed report at the Finance meeting.

Motion was made by Rodney Foster to approve the September 2019 financial statement and was seconded by Kenny Maxwell; motion carried.

The September 2019 accounts payables and payroll were reviewed and approved. **Motion to approve September 2019 accounts payable and payroll was made by Rodney Foster and was seconded by Linda Kite; motion carried.**

The September 2019 bad debt write-off list in the amount of \$199,009.64 was received. **Motion to approve the September 2019 bad debt write-off list was made by Cheyenne Smith and was seconded by Linda Kite; motion carried.**

Mrs. Guelker presented the Quarterly Reserve Fund Analysis Report. She stated they had transfer from the Reserve (\$800,000) for the quarter and had transferred to the Reserves \$300,000 at the end of September. She stated the Earnings were \$25,757.62. The Book Value was \$3,026,384.56 and the Market Value was \$2,214,603.07. The effective interest rate was 2.6% for the quarter.

Mrs. Guelker reported on the Quarterly Physical Therapy Fund Analysis. She stated they had no purchases and stated the effective rate was 2.8%.

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Motion was made by Jose Villafranca to approve the Quarterly Reserve Fund Analysis and the Physical Therapy Fund Analysis and was seconded by Linda Kite with Rodney Foster abstaining; motion carried.

Mrs. Guelker presented the 2019 end of year report. She stated the Total Revenue OVER budget 1.7% and over prior year 4.1%. Net Revenue had a significant increase from budget of 7.2% and prior year 9.1%. Total Expenses were slightly over from budget and prior year, 2.8% and 1.2% respectively. Operating Income (Loss) was 5.4% better than budget and 12% better than last year. Supplemental Payment Programs were up \$500,000 a 15% increase from budget and a 3% increase from last year. Tax Collections were slightly under budget and 25% higher than last year. Pilot Collections was in Lieu of Taxes collections matched budget and 25% less than last year. Overall Net Income (Loss) 400% better than budget. SOBC Savings were \$1.6 million. Mrs. Guelker stated the assets increased 0.6% while liabilities decreased 3%. Days Cash on Hand had a benchmark of 90 and are 47% off of benchmark, but with 47 Days Cash on Hand it was 6 days better than last year. Total Patient Days were 25% higher than budget, but 2.5% lower than last year. Newborns had increased from budget and from last year. Adjusted Patient Days were 8% less than budget, but slightly higher than last year, Average Length of Stay went down 0.8% budgeted, but 4% higher than last year. Mrs. Guelker also presented graphs of revenue and expense by department showing the budget and YTD variances.

Motion was made by Rodney Foster to approve the Fiscal Year End 2019 and was seconded by Jose Villafranca; motion carried.

EXECUTIVE SESSION

Motion was made at 6:20 p.m. to enter into Executive Session by Jose Villafranca and was seconded by Linda Kite for the purpose of discussing the following matters, to wit:

- A. Credentialing Files
- B. Quality Report
 - a. RPMH 2nd Quarter 2019 Quality Report
 - b. Medical Staff Bylaws Revision
- C. Patient Experience Report

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- D. 3rd Quarter Environment of Care
- E. Home Health-QAPI Report
- F. Compliance Plan
- G. Infection Control Vulnerability Risk Analysis

And as authorized by Section §551.074 Et. Seq. Texas Government Code for the purpose of discussing the following matters, to wit:

Personnel Matter: Administrator's Evaluation

Motion was made by Jose Villafranca at 7:05 p.m. to reconvene to the regular session and was seconded by Kenny Maxwell; motion carried.

NEWS BUSINESS

Motion was made by Kenny Maxwell to approve the Credentialing Files, 2nd Quarter 2019 Quality Report, Medical Staff Bylaws Revision, Patient Experience Report, 3rd Quarter Environment of Care, Home Health-QAPI Report, Compliance Plan and Infection Control Vulnerability Risk Analysis and was seconded by Linda Kite; motion carried.

Motion was made by Kenny Maxwell to approve the Administrator's Contract and was seconded by Jose Villafranca.

Mrs. Boatright presented the CRNA contract. She stated she was contacted by David Green requested an increase in their contract amount. She stated they have not had an increase since 2008 and they are paid a flat rate of \$45,000 a month. Mrs. Boatright stated that Mr. Green requested \$5,000 a month or \$60,000 a year increase. She stated they did budget the increase depending on Board approval.

Motion was made by Kenny Maxwell to approve the CRNA contract and was seconded by Jose Villafranca; motion carried.

Mrs. Guelker stated this is a standard resolution, but they had opened a new account for the Contractual Obligation Issuance and stated this is a resolution to have on file showing who can be on the signatory card that requires two signatures.

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Motion was made by Jose Villafranca to approve First Financial Bank Resolution and was seconded Cheyenne Smith; motion carried.

Mrs. Boatright gave an update on the Allegiance Ambulance Service agreement. She stated she and Doug Dippel met with the COO of the company and within a week they had a proposal. Mrs. Boatright stated with Board approval Allegiance is ready to come aboard. She stated Allegiance and hospital logos will be on the side of the ambulances and they will be housed in the hospital. She stated the hospital had created a job description for their paramedics that will be able to help in the ER during the 12 hour shift when they are not on a run. She stated with Board approval they will start November 4th.

Motion was made by Jose Villafranca to approve the Allegiance Ambulance Service Agreement and was seconded by Kenny Maxwell; motion carried.

Ms. Barham stated the software upgrade will able EKG/Stress tests to immediately be uploaded to the EHR. She stated this would be paid out of the contractual obligations.

Motion was made by Kenny Maxwell to approve the purchase of GE EKG/Stress Test Software Upgrade for EHR and was seconded by Linda Kite; motion carried.

Mrs. Guelker presented the Fluency Direct Voice Recognition. She stated this is used by the physicians for dictation. She stated it is part of the Capital budget and contractual obligation.

Motion was made by Linda Kite to approve the Fluency Direct Voice Recognition and was seconded by Cheyenne Smith; motion carried.

Mrs. Guelker requested the approval of overall purchase the PC replacements for the hospital. She stated these PCs w3ill be purchase as needed, but instead of bringing each PC to the Board for approval, she would like the approval for all PC replacements. She stated this is on the Capital budget.


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Motion was made to approve the overall purchase of PC Replacements and was seconded by Jose Villafranca; motion carried.

Mrs. Hall presented the RPMH Charity Healthcare Program for NCHD-Spanish Version policy. She stated the English version was approved earlier. She stated that Mr. Villafranca reviewed the Spanish version and made a correction. She requested the approval with the correction from the Board.

Motion was made by Jose Villafranca to approve the RPMH Charity Healthcare Program for NCHD-Spanish Version Policy 3114 and was seconded by Linda Kite; motion carried.

There were no further business to come before the Meeting body; the meeting was adjourned at 7:25 p.m.



Steve Holcomb, Chairman
Nolan County Hospital District