

**NOLAN COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
FEBRUARY 24, 2020**

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

MEMBERS ABSENT: None

OTHERS PRESENT: Donna Boatright, Rhonda Guelker, Julie Hall, Mickey Williams, Jessica Bond, Sherma Barham, Doug Dippel, Ame Bennett, Craig Carter, Hospital Attorney, Joe Pierson, J.V. Martin, Kirk Canada, Brad Holland-Hendrick Medical Center

Steve Holcomb called the regular meeting of the Nolan County Hospital Board of Directors to order at 5:30 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 time and manner as required by law.

PREVIOUS MINUTES

The minutes of the January 2020 Board meeting were reviewed. **Motion was made by Cheyenne Smith to approve the minutes of the January 2020 meeting and was seconded by Jose Villafranca; motion carried.**

CITIZEN INPUT

No attendance from the public.

MEDICAL STAFF REPORT

There were no reports at this time.

ADMINISTRATOR'S REPORT

Mrs. Boatright introduced Ame Bennett, Human Resources Director. Mrs. Bennett presented handouts of the 2019 Annual Competency Report and the Turnover Statistics Report.

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Mrs. Bennett gave a report on the Director's Evaluation Turnaround Time. She reported that the goal for employee evaluation turnaround is within 30 days of the evaluation date. She stated the return rate were within the guideline goals. The benchmark goal is 91%-100%. She stated they did reach the goal with 96%.

Mrs. Bennett gave the Employee Competency Reports and stated for the fiscal year beginning October 2018-September 2019 there were no unsatisfactories to report.

Mrs. Bennett reported on the 2019 Turnover Statistics. Hospital-wide we had an increase from last year of 3% to 3.7%. She stated there were 70 hired and 71 terminated. She stated there were 16 departments that had an increase from last year, 7 departments down from last year and 15 departments remain the same. Mrs. Bennett stated there are 18 vacancies throughout the hospital.

Mrs. Bennett informed the Board that there was no action required on these items. They only had to be presented and recorded in the minutes according to DNV survey requirements.

Mrs. Boatright stated she would defer her tax abatement report until next Board meeting.

FINANCE

Rhonda Guelker gave handouts on the January 2020 financials. She stated she had given a detailed report at the Finance Committee meeting on Thursday, February 20th. She gave a brief overview of the financials. Mrs. Guelker pointed out on the Income Statement the "long Term Interest" amount of \$231,024. She reminded them about the bond interest payments. She stated that while it had not been budgeted as an income statement item, but as a Cash need, the funds were in the budget, just not reflected on the income statement. She stated the amount this month was a catch up year-to-date and it would now be expensed monthly. Mrs. Guelker also noted she had transferred a \$1 million into the Reserve Fund during January and stated she will be transferring \$3.5 to 4 million in the Reserve Fund in February.

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Julie Hall gave a report on the A/R Analysis. She stated the Hospital A/R collections were \$1,444,999 and the Clinic A/R collections were \$265,494. She stated A/R increased by \$100,000 increase from last month. She stated the hospital and Clinic's uncoded accounts remain the same. Mrs. Hall stated the "Days in A/R" were 50 days in Gross and the Net was 22.

Motion was made by Rodney Foster to approve January 2020 financial statements and was seconded by Cheyenne Smith; motion carried.

Motion was made by Cheyenne Smith to approve January 2020 accounts payable and payroll and was seconded by Jose Villafranca; motion carried.

Motion was made by Kenny Maxwell to approve January 2020 bad debt write off list in the amount of \$142,174.03 and was seconded by Jose Villafranca; motion carried.

JOINT CONFERENCE

Mrs. Williams gave a brief summary of the Credentialing Files and stated they were recommended by the Medical Executive Staff.

Motion was made by Mila Gibson to approve the Credentialing Files and was seconded by Linda Kite; motion carried.

Motion was made by Jose Villafranca to approve the Patient Experience Report and was seconded by Mia Gibson; motion carried.

Motion was made by Mila Gibson to approve the Environment of Care Report and was seconded by Cheyenne Smith; motion carried.

The minutes of the Executive meetings were reviewed. **Motion was made by Mila Gibson to approve the Executive minutes from the February 3rd, 6th and Feb. 17th and was seconded by Rodney Foster; motion carried.**

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NEW BUSINESS

Mrs. Boatright stated that the Patient Care, Administration, HIPPA, Hospital Plans, Human Resources, Business, and Safety policies are being presented for Board approval.

Motion was by Mila Gibson to approve the Patient Care, Administration, HIPPA, Hospital Plans, Human Resources policies and was seconded by Cheyenne Smith; motion carried.

Mrs. Guelker stated she is required to attend Board approved investment training per the Public Funds Investment Act. The Centers for public Management out of UNT provides this training various dates throughout the state and the plans to attend one in September in Abilene.

Motion was made by Mila Gibson to approve the Investment Management Training for Rhonda Guelker to attend and was seconded by Cheyenne Smith; motion carried.

Mrs. Boatright stated the tax abatement agreement will be deferred until next month's Board meeting.

EXECUTIVE SESSION

Motion was made at 5:55 p.m. to enter into Executive Session by Mila Gibson and was seconded by Cheyenne Smith as authorized by Texas Government Code Section §551.074 Et. Seq. for the purpose of discussing the following matters, to wit:

A. Personnel Matter, related to CEO candidates

And as authorized by Texas Government Code Section §551.085 for the purpose of information relating to a proposed new service or product line of the hospital, hospital district, or nonprofit health maintenance organization before publicly announcing the service or product line.


And as authorized by Texas Government Code Section §551.071 for a governmental body to consult with its attorney in an executive session to seek his or her advice on legal matters.

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Motion was made by Rodney Foster at 7:20 p.m. to reconvene to the regular session and was seconded by Mila Gibson; motion carried.

Notes of Appreciations were distributed.

There being no further business to come before the Meeting body, the meeting was adjourned at 7:21 p.m.



Steve Holcomb, Chairman