

**NOLAN COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
SEPTEMBER 28, 2020**

**MEMBERS PRESENT:** Steve Holcomb, Jose Villafranca, Linda Kite, Rodney Foster, Wes Williams, Carla Howard/Recorder

**MEMBERS PRESENT VIA ZOOM FORMAT:** Mila Gibson, Kenny Maxwell, Mickey Williams, Dr. Eaker, Aaron Cockrill-IT Dept.

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Doug Dippel, Rhonda Guelker, Julie Hall, Jessica Bond, Ken Becker-SEED

Steve Holcomb called the regular meeting of the Nolan County Hospital Board of Directors to order at 5:40 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.

Mr. Holcomb conducted Roll Call

Mr. Holcomb introduced Ken Becker, SEED-MDD Director to the Board. Mr. Becker stated on behalf of Georgia Pacific thanked the Board for their support with the Jupiter Solar Project.

**PREVIOUS MINUTES**

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

**Motion was made by Jose Villafranca to approve minutes of the August 27<sup>th</sup> and September 17<sup>th</sup> Special Called meetings and was seconded by Kenny Maxwell; motion carried.**

Aaron Cockrill, IT Host stated there were no citizen call in.

**NOLAN COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
SEPTEMBER 28, 2020**

**MEDICAL STAFF REPORT**

Mr. Eaker stated the Medical Staff are looking forward to having Dr. Sambo, general surgeon on board. He stated she is working on getting her Texas license. Dr. Eaker stated that the Rules and Regulations Revision that is on the agenda for tonight's approval need to be worded differently and asked the Board to delay it until next month's Board meeting. He stated that Dr. Bermudez will be the new Medical Staff Director starting in October and will be attending next month's meeting.

**ADMINISTRATOR'S REPORT**

Mr. Dippel gave an update on physician recruiting. He stated that Dr. Sambo came in and signed her contract last week. He stated they have an OB/GYN candidate Dr. Patrick Skulemowski that will be here Thursday for an interview.

Mr. Dippel stated they haven't had Finance or Joint Conference Committee meetings due to the COVID-19 pandemic. He stated they will start having these meetings in October and stated the Board will have the option to attend via Zoom or in person. The Board appointed Rodney Foster to replace Cheyenne Smith as the chairman for the Finance Committee. The Finance Committee will meet on Thursday, October 22<sup>nd</sup> at noon in the Boardroom and the Joint Conference Committee will meet at 5:00pm in the Boardroom.

Mr. Dippel gave an update on the roof situation. He stated the Houston attorneys are moving forward and are working on scheduling a hearing date in Nolan County.

Mr. Dippel reported that they have a "Department of Excellence" Committee. He stated the purpose of this committee is to have strategies implement to improve our satisfaction scores and our quality ratings to move us from a 4 Star to a 5 Star hospital. He stated one of the strategies is to have department managers have a one-on-one meeting with their staff to discuss how to improve surveys return. He also stated they are working on employees' incremental overtime. He stated that an OR nurse is helping Ms. Williams to review some of our quality objectives.

**NOLAN COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
SEPTEMBER 28, 2020**

Mr. Dippel stated since the COVID-19, we are unable to have our annual THA Conference. He informed the Board that there are on-line Board courses available, if anyone was interested to contact him.

**FINANCE**

Rhonda Guelker presented the financial dashboard to the Board. She stated it was a decent revenue month and close to budget, but cautioned that August was budgeted to be a low revenue month. She stated inpatient revenue was over budget \$141,202. Outpatient revenue was \$416,639 under budget. The Clinic was under budget \$73,125.

Inpatient Routine and Ancillary: some departments that were over budget were:  
Lab- \$16,495      MRI- \$17,244

Inpatient Routine and Ancillary; some departments that were under budget were:  
ER- \$12,500      Cat Scan- \$14,961

Outpatient departments that were over budget were:  
Physical Therapy- \$40,726      Occupational Therapy- \$14,045

Outpatient Routine and Ancillary; some departments that were under budget were:  
ER- \$64,853      OR- \$45,337

Mrs. Guelker stated the physicians looked like they were under budget, due to adjustment that had to be made to correct accrual reversals that had not been done in 2 previous months.

**Other Revenue-** was over budget \$114,803; due to the Fitness Program under budget \$1,469, Dietary was under budget \$5,696, Grant Revenue over due to USDA Tech Grant \$11,310 (not COVID related), received Trauma Funds of \$28,204 and the 340b retail Pharmacy program was over \$74,048 and the total 340b received for the month \$189,025 and YTD received is \$1,468,667. Maloney's was \$39,959 of this for the month.

**Insurance Discounts-**were under budget 4.9%  
**Net Revenue-**was \$210,281 worse than budget

**NOLAN COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
SEPTEMBER 28, 2020**

**Operating Expenses**-were under budget (\$152,972)

**Salaries**-were under budget (\$22,495); FTEs were (7.5) under budget, Mrs. Guelker reminded the Board that Dr. Liedtke and Dr. Eaker's salary is over due to mid-levels moving from contract to salary employees.

**Employee Benefits**-were (\$189,784) under budget; **Employee Health** was under budget (\$186,189); due to stop loss funds on prior year claims and RX rebates catch up.

**Physician Fees** were under budget (\$107,021); Orthopedic Surgeon over budget \$25,995

**Contract Services**-were \$47,027 over budget; Agency Nursing Fees were \$29,163 over budget and COVID was over \$37,256.

**Supplies** were \$116,203 over budget; COVID was budgeted for \$43,807, Pharmacy was over budget \$21,914, Surgery was over budget \$39,313

**Repairs**-was over budget \$12,961

**Utilities** were close to budget \$834

**Other Expense** was under budget (\$8,522)

**Net Income Loss** was (\$127,980) off of budget due to adjustments made to physicians offices and was (\$547,777) prior year.

Mrs. Guelker stated they did receive a small Dispro distribution of \$19,699.

Mrs. Guelker presented the Statement of Available Cash to the Board. She stated the Total Restricted Funds were \$1,085,467.12 and the Total Available Cash was \$21,807,464.15 with \$16,000,000 being COVID funding. She stated Days Cash on Hand was at 204 and stated that the "Days Cash on Hand" less accelerated Medicare payments; PPP, CARES ACT Funding and offsetting COVID Expense was 56 days.

Mrs. Guelker presented the Operating Indicators. She stated that admissions were 80 for the month of August and "Patient Days" were 240. There were 19 births in August.

Mrs. Hall presented the AR Analysis to the Board. She stated August was a good collection month. The hospital "Days in A/R" were 45 in August and the net was 16. Hospital A/R collections was \$1,593,772, the highest monthly collections for the entire year. She stated combining the Hospital and the Clinic A/R collections is the second highest for the year. RHC collections were \$289,041. Mrs. Hall Stated the hospital A/R had a decrease of \$154,000 and \$134,000 was in the "Over 120 days"

**NOLAN COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
SEPTEMBER 28, 2020**

category and in the current category was increased by \$161,000. The Clinic A/R had an increase of \$19,000 the current category this month and \$16,000 decrease in the "Over 120 days" category. She stated there were 5 days of hospital "uncoded" accounts and RHC had 376 "uncoded" accounts.

Mrs. Guelker gave a hand-out on the COVID Funding and Expense Tracker Report. She discussed in detail with the Board.

**Motion was made by Rodney Foster to approve the August 2020 financial statement and was seconded by Jose Villafranca; motion carried.**

The August 2020 financial statement and the accounts payables and payroll were reviewed and approved. **Motion to approve August 2020 accounts payable and payroll was made by Rodney Foster and was seconded by Jose Villafranca; motion carried.**

The August 2020 bad debt write-off list in the amount of \$147,440.26 was received. **Motion to approve the August 2020 bad debt write-off list was made by Jose Villafranca and was seconded by Linda Kite; motion carried.**

**EXECUTIVE SESSION**

Motion was made at 6:45 p.m. to enter into Executive Session by Linda Kite and was seconded by Mila Gibson for the purpose of discussing the following matter to wit:

- A. Credentialing Files
- B. Quality Report
  - 1. KEPRO Notification of 2019 Physician Acknowledgement Monitoring (Informational Only)
  - 2. Policy #2594-Medical Staff Rules & Regulations Revision
  - 3. Policy #3370-Medical Staff Request for the New Technology, Procedures and/or Clinical Privileges (New Policy)
- C. Patient Experience Report
- D. Policy #3118 Qualified Medical Providers for Hospital Board Approval

**NOLAN COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
SEPTEMBER 28, 2020**

**Motion was made by Linda Kite at 7:00 p.m. to reconvene to the regular session and was seconded by Kenny Maxwell; motion carried.**

**NEW BUSINESS**

**Motion was made by Linda Kite to approve the Credentialing Files and was seconded by Rodney Foster; motion carried.**

Ms. Williams stated the Policy #2594-Medical Staff Rules & Regulations Revision will be deferred due to some rewording issues and will be presented at next month's Board meeting.

**Motion was made by Linda Kite to approve Policy #3370-Medical Staff Request for New Technology, Procedures and/or Clinical Privileges and was seconded by Mila Gibson; motion carried.**

**Motion was made by Rodney Foster to approve the Patient Experience Report and was seconded by Jose Villafranca; motion carried.**

**Motion was made by Linda Kite to approve Policy #3118 Qualified Medical Providers and was seconded by Wes Williams; motion carried.**

Mr. Dippel requested the purchase of Autoclaves and Descale-a-matic DC-12 for the OR. He stated they were old are constantly being repaired and stated they were adding the descaler because of hard water in this area for an extra \$5,000.

**Motion was made by Rodney Foster to approve the purchase of Autoclaves and Descale-a-matic DC-12 and was seconded by Linda Kite; motion carried.**

Mrs. Guelker requested the purchase of Point of Care Documentation System for Home Health. She stated they are now required to use an EMR system and this was part of the approve Capital Budget.

**Motion was made by Linda Kite to approve the purchase of Point of Care Documentation System and was seconded by Jose Villafranca; motion carried.**

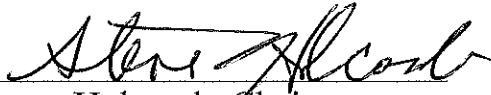
**NOLAN COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
SEPTEMBER 28, 2020**

Mrs. Guelker requested the purchases of 3 Electronic Exam Beds and 3 Upholster Tops for RHC. She stated they needed electronic beds that would lower enough for elderly patients to safely get on.

**Motion was made by Rodney Foster to approve 3 Electronic Exam Beds and 3 Upholster Tops and was seconded by Jose Villafranca; motion carried.**

There were no policies for Board approval at this time.

There were no further business to come before the Meeting body; the meeting was adjourned at 7:10 p.m.

  
Steve Holcomb, Chairman  
Nolan County Hospital District