

**NOLAN COUNTY HOSPITAL DISTRICT  
BOARD OF DIRECTORS  
JUNE 29, 2020**

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

**MEMBERS ABSENT:** Mickey Williams

**OTHERS PRESENT:** Doug Dippel, Rhonda Guelker, Julie Hall, Jessica Bond, Rhonda Rauch

**OTHERS PRESENT VIA ZOOM FORMAT:** Kenny Maxwell, Linda Kite, Mila Gibson, Alex Gonzales-IT Supervisor, Dr. Eaker

Steve Holcomb, Chairman called the regular meeting of the Nolan County Hospital Board of Directors to order at 6:00 p.m. in the Hospital Board Room. 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.

Mr. Holcomb conducted a verbal Roll Call.

The Conflict of Interest Statements for RPMH and the Home Health were distributed to the Board members.

**PREVIOUS MINUTES**

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

Mr. Holcomb stated there were no citizen calls.

Dr. Eaker gave a report on the COVID-19. He stated that his office would open back up on Wednesday after an employee tested positive for COVID. He stated he is continuing to work with the Task Force 3 times a week.

Dr. Eaker informed the Board that Dr. Tanner Neuman would not be staying on in a permanent capacity at RPMH and the Clinic. Dr. Eaker explained some of the reasons for this mutual agreement between Dr. Neuman and RPMH.

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**EXECUTIVE SESSION**

**Motion was made at 6:20 p.m. to enter into Executive Session by Jose Villafranca and was seconded by Rodney Foster as authorized by Government Code Section 551-074 Texas Government Code for the purpose of discussing the following matter, to wit:**

- A. Discuss and consider appointment of Board member for District 3
- B. Physician Update

**Motion was made by Rodney Foster at 6:25 p.m. to reconvene to the regular session and was seconded by Kenny Maxwell; motion carried.**

**ADMINISTRATOR'S REPORT**

Mr. Doug Dippel stated he had met with the Administrative Team to discuss any changes to the Organizational Chart. He stated Jessica Bond had expressed her desires as to moving forward with her career. He stated they would bring a completed organizational chart to the next meeting. Mr. Holcomb welcomed Rhonda Rauch, CNO to the Board meeting. Mr. Dippel stated that Ms. Rauch has experience in the quality department and will have other departments under her leadership.

Mr. Dippel stated that he is making some changes to some professional titles and will be presented on the Organizational Chart.

Mr. Dippel gave a report on physician recruiting and stated he will begin the search for a general surgeon and an OB/GYN. He stated that Dr. Schuster, general surgeon candidate had decided to withdraw her interest in coming to RPMH. Mr. Dippel reported that Dr. Weatherly, Orthopedic Surgeon is doing well with his practice and staying busy. Dr. Rubio will start her practice on July 20<sup>th</sup>.

Mr. Dippel gave an update on the 4 Star rating. He stated for his 1<sup>st</sup> 10 days as the Administrator has been busy. He informed the Board that he has started working on goals to make this hospital a 5 Star facility.

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**FINANCE**

Rhonda Guelker handed out the dashboard report of the financials to the Board. She stated inpatient revenue was over budget \$73,582 and outpatient revenue was \$460,093 under budget.

Inpatient Routine and Ancillary; some departments that were under budget were:  
OB/Delivery/Nursery- \$27,197 Pharmacy- \$25,159  
Cardiopulmonary- \$40,890

Some Inpatient areas that were over budget were:  
Med/Surg- \$11,890 Central Supplies- \$63,434 Cat Scan- \$32,992

Some Outpatient areas that were under budget were:  
OR- \$86,171 ER- \$107,443 Pharmacy- \$64,160

Some Outpatient areas that were over budget were:  
OP Treatment- \$18,318 MRI- \$29,523

**RHC** was under budget \$162,864-mainly in Clinic visits and in Lab

**Other Revenue**-was over budget \$24,150; due receiving \$144,872 from the 340b contract Pharmacy program. Maloney Pharmacy 340b contributed \$31,702.

**Revenue Reductions** was under budget -6.4%; Medicare/Medicaid Contractuals was -8.4% under budget; **Indigent/Charity Programs** were under budget 2.1% and **Private Pay discounts** were under 2.1% of budget

**Operating Expenses** were under budget \$119,553

**Salaries** were \$59,168 under budget and FTEs were under budget -20.2, reminder of the mid-levels for Dr. Liedkte and Dr. Eaker's office went from contract to salary

**Employee Benefits** were under budget \$80,617; Employee Health was under budget \$76,144

**Physician Fees** were under budget \$73,127

**Contract Services** were over budget \$46,360; due to ER over budget \$9,013- Allegiance ambulance service invoices for 2 months; Agency Fees Nursing for OB and Med-Surg were over budget \$31,983.

**Supplies** were over budget \$20,413; due to orthopedic surgery

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**Repairs** were over budget \$16,311; due to Maintenance Dept. over budget \$22,905 due to moving over to a different Bio Med group that will manage all maintenance contracts. Hospital will be refunded \$21,000 for maintenance contracts already paid since effective date of contract.

**Utilities** were over budget \$2,331; due to phone/internet over budget \$2,763. She stated they had dropped one of the internet and are waiting on a refund from AT&T.

**DSRIP payment** was received and was over budget \$252,253 which is the final payment.

**Tax Collections** were 96.2%

**Overall Net Income Loss** for the month was \$350,528 better than budget

Mrs. Guelker reported on the COVID funding for May. She stated they had received from the SBA PPP loan in the amount of \$3.9 million, CARES Act funding for Rural Providers in the amount of \$3,870,000 and CARES-RHC funding of \$49,000 a total of \$7.8 million. She stated that she had transferred the monies to the Reserve Fund.

Mrs. Guelker presented the Statement of Available Cash & Investments. She stated the total available cash balance is \$18,737,445.02 and there were 192 days "Cash on Hand". She stated that "Days Cash on Hand" less accelerated Medicare payments, PPP, CARES Act Funding was 79 days.

Mrs. Guelker presented the Operating Indicators. She stated Admissions for May were 62 and Patient Days were 233. Newborns had 13 births in May and average length of stay was 3.58.

Mrs. Hall reported on the A/R Analysis. She stated the Hospital collections were \$1,113,671 and RHC was \$180,972. The Hospital A/R aging had an increase of \$625,000 and \$658,000 was in the current category. She stated the RHC "uncoded" had 309 accounts.

**Motion was made by Rodney Foster to approve May 2020 financial statements and was seconded by Jose Villafranca; motion carried.**

**Motion was made by Rodney Foster to approve May 2020 accounts payable and payroll and was seconded by Linda Kite; motion carried.**

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**Motion was made by Jose Villafranca to approve May 2020 bad debt write off list in the amount of \$147,211.14 and was seconded by Rodney Foster; motion carried.**

Mr. Dippel gave a brief update on the roof ligation. He stated that Alan Carmichael, local attorney had reached out to Green Klein & Wood from Houston and have re-established the agreement with the hospital. Mr. Dippel stated he had visited with them as well.

**Motion was made by Rodney Foster to approve the resolution to renew previous attorneys prior to Alan Carmichael to represent the hospital in TML Roof Ligation and was seconded by Jose Villafranca; motion carried.**

**EXECUTIVE SESSION**

**Motion was made at 7:05 p.m. to enter into Executive Session by Jose Villafranca and was seconded by Linda Kite as authorized by Government Code Section §161.032 of the Texas Health and Safety Code for the purpose of discussing the following matters, to wit:**

- A. Credentialing Files
- B. Quality Report
- C. Patient Experience Report

**Motion was made by Rodney Foster at 7:10 p.m. to reconvene to the regular session and was seconded by Mila Gibson; motion carried.**

**NEW BUSINESS**

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

**Motion was made by Linda Kite to approve the Patient Experience Report and was seconded by Kenny Maxwell; motion carried.**

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Mrs. Guelker gave a brief report on the banking resolution and the signatories and stated this is done yearly and they had changed the name of the Administrator to the signatures.

**Motion was made by Mila Gibson to approve the Update Banking Resolution and signatories for First Financial Bank, Roscoe State Bank Money Market and Texas National Bank Money Market and was seconded by Jose Villafranca with Rodney Foster abstaining; motion carried.**

Jessica Bond reviewed policies that needed Board approval.

**Motion was made by Rodney Foster to approve policies that required Board approval and was seconded by Mila Gibson; motion carried.**

Mr. Dippel presented a quote to purchase a refrigerator for Lab. He stated the current is old and not fixable.


**Motion was made by Rodney Foster to approve the purchase of a refrigerator for lab in the amount of \$6,740 and was seconded by Jose Villafranca; motion carried.**

Mr. Holcomb stated he had signed to have the line of credit with First Financial Bank renewed. He stated it is a \$2 million line of credit that reduced in June 2020 and will mature in June 2021.

**Motion was made by Linda Kite to approve the line of credit and was seconded by Kenny Maxwell and Rodney Foster abstaining; motion carried.**

Notes of Appreciations were distributed.

There being no further business to come before the Meeting body, the meeting adjourned at 7:15 p.m.

  
Steve Holcomb, Chairman