

**NOLAN COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS
MAY 26, 2020**

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

MEMBERS PRESENT VIA ZOOM FORMAT: Mila Gibson, Rhonda Guelker, Julie Hall, Jessica Bond, Sherma Barham

MEMBERS ABSENT: Mickey Williams

OTHERS PRESENT: Donna Boatright, Doug Dippel, Dr. Eaker

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 time and manner as required by law.

Mr. Holcomb conducted a verbal Roll Call.

The Oath of Office was administered to Linda Kite-District 2 and Jose Villafranca-District 6, Rodney Foster-District 7 (At-Large) by Steve Holcomb. Cheyenne Smith administered the Oath of Office to Steve Holcomb-District 4.

Mr. Holcomb nominated Linda Kite as the vice chairman. Linda Kite nominated Steve Holcomb as chairman and Carla Howard as Secretary.

Motion was made by Kenny Maxwell to approve the election of Board officers and was seconded by Rodney Foster; motion carried.

Mr. Holcomb appointed members to the Finance Committee: Rodney Foster as Chairman, Cheyenne Smith and Kenny Maxwell; the Joint Conference Committee members: Mila Gibson as Chairman, Linda Kite and Jose Villafranca.

Motion was made by Linda Kite to approve the nomination of Committee members and was seconded by Jose Villafranca; motion carried.

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PREVIOUS MINUTES

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

Mr. Holcomb stated there were no citizen call in.

EXECUTIVE SESSION

Motion was made at 5:50 p.m. to enter into Executive Session by Jose Villafranca and was seconded by Rodney Foster as authorized by Government Code Section 551.071 and Section 551.087 authorizes a governmental body to consult with its Attorney in an executive session to seek his or her advice on legal matters:

- A. Roof Ligation
- B. Legal Aspects of Physician Contracts
- C. Economic Development Negotiations

Motion was made by Rodney Foster at 7:00 p.m. to reconvene to the regular session and was seconded by Kenny Maxwell, motion carried.

MEDICAL STAFF REPORT

Dr. Eaker gave his report in Executive Session.

ADMINISTRATOR'S REPORT

Mrs. Boatright stated the transition that she and Mr. Dippel have been working on was a little delayed due to the COVID-19 virus issues. She stated she had handed off the director's to Mr. Dippel last week. Mrs. Boatright stated that Rhonda Rauch, the new CNO will be here Monday. She stated she had notified the State of Mr. Dippel's appointment as the new administrator and other items that need changing over.

Mrs. Boatright presented an update on the COVID-19 virus. She stated they were continuing to stay vigilant and keeping close contact with the authorities.

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Mrs. Boatright reported that the new Board Self-Assessment Evaluation is now on-line and asked the members if they haven't completed the evaluation to please do so.

FINANCE

Rhonda Guelker gave handouts of the financial dashboard report to the Board. She stated the inpatient was under budget \$328,886 and outpatient was under budget \$788,167. She noted this was due to the current COVID-19 pandemic causing temporary shutdown of elective procedures.

Inpatient Routine and Ancillary; some departments that were under budget were:
Lab- \$39,402 Med/Surg- \$62,048 Cardiopulmonary- \$43,447

Some Inpatient areas that were over budget were:
ICU- \$2,750 OB- \$1,191

Some Outpatient areas that were over budget were:
Cat Scan- \$7,900 M/S- \$5,611

Some Outpatient areas that were under budget were:
OR- \$128,861 Lab- \$139,197 ER- \$137,672

RHC was under budget (\$216,103) due to Clinic visits were under on (\$92,398).
Other Revenue over budget \$138,036; Fitness Program was under budget \$5,002
& Dietary was under budget \$4,234; received Grants for COVID-19 in the amount
of \$56,317 and the 340b was over budget \$51,070; Maloney's Pharmacy
participation started \$22,000

Net Revenue Loss- was under budget (\$406,756)

Operating Expenses- were over budget (\$175,301)

Salaries Mrs. Guelker stated that for April the employees took a 10% cut in hours and the salaries personnel also took a 10% cut in salary as part of cost savings strategies related to the COVID-19 pandemic.; (\$156,791) under budget and FTEs were 25 under budget; Mrs. Guelker reminded the Board that Dr. Liedtke and Eaker's mid-levels were changed from contract to salary employees to save on the Admin fees, and this was the reason their salaries were over budget.

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Employee Benefits were \$35,778 over budget-Employee Health was \$41,000 of it
Physicians Fees were under budget (\$78,351) physicians' did agree to take a 10%
cut in salary, as part of the cost reduction strategies due to COVID-19.

Contract Services were under (\$15,618)

Supplies were over budget \$2,274 due to orthopedic surgeries over budget \$19,931

Utilities were over budget \$10,171 mainly due to increased Oncor fees on
Electricity due to grid issues was over budget \$6,862

Dispro/DSH/UPL received settlement payment of \$16,342 from the 2016 DSH
withheld amount

Overall Net Income Loss for the month was (\$61,409) off of budget

Mrs. Guelker presented the Statement of Available Cash. She stated the Reserve
Fund \$10,221,161.05 and the total Available Cash was \$11,512,478.38 and there
were 117 "Days Cash on Hand". She noted that the "Days Cash On Hand" less
accelerated Medicare payment and CARES would be 86 days.

Mrs. Guelker presented the Operating Indicators. The Admissions for April were 59
and the patient days were 183. The adjusted Patient Days were 767, significantly
down from the average of 962. The average length of stay was 3.10. She stated the
"Percent Medicare" had a decrease from last month of 52.8% to 37.2% in April.

Julie Hall presented the A/R Analysis. The Hospital's A/R collections for April were
\$1,562,085, the highest in the last 13 months. The A/R collections for the Clinic was
down \$227,864. The Hospital A/R Aging had a large reduction \$928,000 with
\$360,000 was in the current category. The Clinic had \$132,000 reduction down to
\$578,000 and most of this was in the current category (\$105,000). Hospital
"Uncoded" was \$321,259 down from \$558,972 and the uncoded accounts were 240.
The Clinic's "Uncoded" were \$33,744 down from \$73,372 and the uncoded
accounts were 162.

Mrs. Guelker stated a \$200,000 IGT was done for DSH in May and a payment of
\$643,000 was received, netting \$439,000. She stated the final UC payment is
upcoming. Mrs. Guelker stated HHSC lowered the "F-Map", which is the % IGT the
Hospital contributes, to help Hospitals during the COVID-19 crisis. She stated the
hospital is funding \$396,500 on June 2nd by the end of June will receive \$1.3 million,
netting \$926,000.

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

Motion was made by Cheyenne Smith to approve April 2020 accounts payable and payroll and was seconded by Rodney Foster; motion carried.

Motion was made by Rodney Foster to approve April 2020 bad debt write off list in the amount of \$178,907.62 and was seconded by Jose Villafranca; motion carried.

Mrs. Guelker presented the Board with hand-outs for the COVID-19 cost tracker and funding tracker. She stated that we had received \$11 million from the CARES Rural Provider Relief Fund and various smaller ones from THA, THIE, and the SHIP grant. She and the Board had a brief discussion on the cost Cost Tracker-Rhonda noted that including loss of revenue and expense, the Hospital has lost \$1,343,857 based on the net revenue lost.

EXECUTIVE SESSION

Motion was made at 7:30 p.m. to enter into Executive Session by Linda Kite and was seconded by Jose Villafranca 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
 - a. Medical Staff Rules & Regulations Revisions
- C. Patient Experience Report
- D. Quarterly Environment of Care Report
- E. Clinical Contracts

Motion was made by Jose Villafranca at 7:40 p.m. to reconvene to the regular session and was seconded by Linda Kite; motion carried.

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NEW BUSINESS

Motion was made by Linda Kite to approve the Credentialing Files, Quality Report and the Medical Staff Rules & Regulations Revisions and was seconded by Jose Villafranca; motion carried.

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

Motion was made by Rodney Foster to approve the Clinical Contracts and was seconded by Linda Kite; motion carried.

Mrs. Boatright stated the Control of Documents Policy are updated documents that are used in each department with the most current information. She stated that Jessica Bond was also added as the administrator of PolicyTech.

Motion was made by Rodney Foster to approve the Control of Documents and was seconded by Jose Villafranca; motion carried.

Mrs. Boatright informed the Board that she had approval from the Board Chairman and the Finance Chairman to purchased 2 emergency COVID-19 Lab related equipment and stated these equipment can be used in the future.


Mr. Holcomb prayed over Mrs. Boatright and thanked her for her dedication to the hospital for over forty plus years. He and the Board wished Mrs. Boatright a blessed life on her retirement. Mrs. Boatright stated to the Board that it was a pleasure to work under their leadership and thanked them for their loyalty and commitment to the hospital.

Mrs. Boatright announced to the Board that Sherma Barham, the daughter of the late Mr. and Mrs. Melvin McCoy dedicated the newly remodeled chapel in their honor.

Notes of Appreciations were distributed.

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There being no further business to come before the Meeting body, the meeting adjourned at 7:55 p.m.



Steve Holcomb, Chairman