

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

MEMBERS PRESENT VIA ZOOM FORMAT: Steve Holcomb, Rodney Foster, Jose Villafranca, Wes Williams, Kenny Maxwell, Mila Gibson, Linda Kite, Carla Howard/Recorder

MEMBERS ABSENT: Julie Hall, Mickey Williams

OTHERS PRESENT VIA ZOOM FORMAT: Doug Dippel, Rhonda Guelker, Jessica Bond, Ame Bennett, Dr. Eaker, Dr. Bermudez, Alex Gonzales-IT Supervisor

Steve Holcomb called the regular meeting of the Nolan County Hospital Board of Directors to order at 5:34 p.m. via Zoom format. 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 November 2020 Board meeting were reviewed. **Motion to was made by Mila Gibson to approve the minutes of the November 2020 meeting and was seconded by Linda Kite; motion carried.**

CITIZENS INPUT

Mr. Gonzales stated there were no citizen call-ins.

MEDICAL STAFF REPORT

Dr. Eaker gave a report on the COVID-19. He stated they were able to take care of patients with extra help through the State supported nurses and respiratory therapists. He stated that the vaccine should be here in a few weeks. He discussed with the Board other various ways the community can receive the vaccine. Dr. Eaker stated that they had 4 virtual Town Hall meetings on different days last week regarding the COVID testing and stated they had a total of 100 in attendance. Dr. Eaker also discussed the Molecular Culture machine for the Lab. He stated there were 2 ways this machine would benefit the hospital. One way is COVID testing as well as all types of cultures and secondly wound care.

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Dr. Eaker discussed the cost of the machine. Mr. Dippel stated the cost is \$130,000 and would be paid out of COVID funding.

Dr. Bermudez stated that he also agreed with Dr. Eaker about the importance of having this machine.

Ame Bennett, Human Resources Director gave a report on the Paid Time Off/Extended Illness Bank Policy #1019. She stated the PTO policy had some changes and needs Board approval before it can be put into practice. She stated the PTO policy has only one layer of accrual. She stated with the difficulty of recruiting it has become a deficiency in the policy. She stated when they hire from outside and they have a small accrual of PTO, it is hard for them to set up their household with very little PTO. Mrs. Bennett stated they are proposing two new levels; Executive PTO accrual rate where they start out with 25 days and is put in their PTO account at the first of the year and will only be able to cash it out at the end of the year. She stated it is 4 more days than the staff receives and would have access to it immediately. She stated they would like to add a level for the Directors and the difference would be 2 extra days and would not have access to it immediately. She stated they had Craig Carter, Hospital Attorney review the new policy and he stated it was fine and to present it to the Board for approval.

ADMINISTRATOR'S REPORT

Mr. Dippel stated they had an interview with an OB/GYN candidate and after her visit they decided she would not be a fit for the hospital. He stated that Dr. Sambo she is the final stage of getting her Texas license.

He informed the Board that the Home Health department had received the Press Ganey award for their HHCAPHS scores. He commended Home Health on doing a great job.

Mr. Dippel stated that the State had sent 13 nurses and 6 Respiratory Therapist. He stated they also got State approved for an Internal Medicine physician to help during the COVID pandemic.

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Mr. Dippel informed the Board that Rhonda Rauch, CNO has resigned. He explained some issues they were having regarding her character and ethics. The Board and Mr. Dippel continue their discussion. Mr. Dippel stated they have 2 internal candidates that had applied previously and will be re-interview them for this position.

Mr. Dippel stated he had met with Dr. Enard regarding her position at the hospital. He stated she wanted to stay in her office but, had given her the option of moving to the RHC or having her own practice and will meet with her next week.

Mr. Dippel informed the Board that the Foundation had received \$75,000 donation from Buzzi. They would put this amount toward Dr. Liedtke's Wellness Park.

Mr. Dippel thanked the Board once again for the hazard bonuses for all employees. He stated the employees were over joyed.

FINANCE

Mrs. Guelker gave a report on the November 2020 financials. She stated this was a good revenue month due to having COVID patients. She stated there were no flu cases reported at this time. She stated that overall revenue for inpatient was over budget \$272,743 and outpatient was under budget \$144,627, but within 10% of budget. She stated the RHC was over budget \$70,408 but, clinic visits were under budget \$20,732. Lab was over budget \$66,810 and Radiology was over budget \$2,644.

Inpatient Routine and Ancillary; some departments that were over budget were:
Med/Surg- \$20,742 ICU- \$82,810 Pharmacy- \$137,023

Some inpatient areas that were under budget were:
Central Supply- \$40,924 OB/Delivery/Nursery- \$31,818

Some Outpatient areas that were over budget were:
Occupational Therapy- \$4,494 Physical Therapy- \$27,269 Pharmacy- \$36,7656

Some Outpatient areas that were under budget were:
ER- \$19,942, but within 10% of budget Surgery- \$25,880 Nuc Med- \$26,217

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She stated collections in the doctor's offices were all under budget.

Other Revenue was \$41,428 under budget; 340b was under budget \$31,672 and the total 340b received month/YTD was \$115,765.

Revenue Reduction Contractuals- Medicare and Medicaid was over 6.5 percentage

Operating Expenses-was over budget \$187,021

Salaries were under budget \$22,810; COVID Expense over budget \$73,637, OB under budget \$28,836; ER under budget \$16,329

Employee Benefits were under budget \$94,789; Employee Health was \$90,609 of that amount

Physicians Fees-were \$2,570 over budget

Contract Services were \$162,954 over budget, COVID expense was over budget \$198,725 and Agency Fees Nursing was over budget \$13,537

Supplies were over budget \$134,632 due to Pharmacy over budget \$72,012, Surgery under budget \$15,401 and Lab over budget \$17,926.

Repairs were under budget \$1,091

Utilities were under budget \$8,997 due to Electricity under budget \$6,547

Other Expenses were \$3,563 over budget, Professional Development was under budget \$3,336

Operating Income/Loss for the month was (\$269,678) worse than budget. She stated this is the two problem areas were contractuals and the COVID expenses.

Tax Collections-for the month was over budget \$6,252 and 2.11% and had been collected.

Overall Net Income Loss for the month was (\$246,018) worse than budget.

Mrs. Guelker presented the Statement of Investments. She stated with the COVID she had been transferring money out of Reserves for payroll and for COVID related expenses. She stated that the Reserve Fund had a total of \$18,969,698.57 compared to last month \$19,466,838.49. She stated the total available cash was \$19,059,771.28. She stated the "Days Cash on Hand" was 181 with the COVID funding. She stated that with the "Days Cash on Hand less Accelerated Medicare payments; PPP, CARES Act Funding and offsetting COVID Expense" was 39 compared to last year's Cash on Hands of 40.

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Mrs. Guelker presented the Operating Indicators. She stated for the month of November Admissions had dropped to 77 and Patient Days were 328. There were 12 newborns born in November and the Average Length of Stay was 4.32. Mrs. Guelker stated the increase length of stay was one cause of the increase in contractals.

Mrs. Guelker gave a brief report on the A/R Analysis on behalf of Julie Hall. She stated that the overall A/R collections for the month were \$1,638,850 this was the highest over the last 13 months and the Clinic was \$287,094. She stated Hospital Aging in "current" had an increase of \$20,000 and "over 30 days" had an increase of \$466,000 from October. She stated overall they had an increase of \$393,000 and the Clinic had a small increase. She stated the holidays had delayed the collection effort.

Motion was made by Linda Kite to approve the November 2020 financial statements and was seconded by Mila Gibson; motion carried.

The November 2020 accounts payable and payroll were reviewed and approved. **Motion was made by Rodney Foster to approve the accounts payables and payroll and was seconded by Wes Williams; motion carried.**

The November 2020 bad debt write off list in the amount of \$170,581.19 was received. **Motion was made by Kenny Maxwell to approve the bad debt write off list in the amount of \$170,581.19 and was seconded by Jose Villafranca; motion carried.**

EXECUTIVE SESSION

Motion was made at 6:45 p.m. to enter into Executive Session by Linda Kite and was seconded by Jose Villafranca for the purpose of discussing the following matters, to wit:

- A. Patient Experience Report
- B. January 2021 Hospital Compare Preview Report

Motion was made by Rodney Foster at 7:00 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 Patient Experience Report and was seconded by Jose Villafranca; motion carried.

Motion was made by Linda Kite to approve the January 2021 Hospital Compare Preview Report and was seconded by Kenny Maxwell; motion carried.

Mr. Dippel had a list of equipment purchases for the Board to approve. He explained the need of each purchase, such as the Maico Easy Screen Newborn Hearing Screener, Stryker Illuminator, Stryker wheelchair, Liquid Nitrogen and the Precision Molecular Culture machine. He stated there also was a purchase of an Aquatic Treadmill, that would be paid for with Physical Therapy Funds.

Motion was made by Jose Villafranca to approve the equipment purchases of the Maico Screen Newborn Hearing Screener, Stryker Illuminator, Stryker wheelchair, Liquid Nitrogen, Precision Molecular Culture machine and the Aquatic Treadmill and was seconded by Mila Gibson; motion carried.

Mr. Dippel informed the Board that the fence around the Wellness Park was slightly inside the easement. He stated that the City had given a proclamation saying that we would not have to move the fence but, if the City needed to dig there it would be at the hospital's expense.

Mr. Dippel reported on Building A & B door security. He stated the buildings were added to the project from the \$75,000 CIP grant that would allow these buildings to be lockdown and secure and would only have badge access. He stated that what the grant does not pay for they would use COVID funds to pay the rest.

Motion was made by Kenny Maxwell to approve Door Security for Building A&B and was seconded by Jose Villafranca; motion carried.

Mr. Dippel and the Board continued discussion on the Paid Time Off/Extended Illness Bank Policy #1019.

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Motion was made by Rodney Foster to approve the Paid Time Off/Extended Illness Bank Policy #1019 and was seconded by Kenny Maxwell; motion carried.

Notes of Appreciation were read.

There being no further business to come the before the Meeting body, the meeting was adjourned at 7:30 p.m.



Steve Holcomb, Board Chairman