

**Martin County Hospital District
Board of Directors Meeting**

Monday, September 28, 2020

Members Present: Albert Garza, Terry Franklin, Morgan Cox, John Myrick, Clay Parker, Frances Hernandez

Members Absent: None

Hospital Staff Present: Nancy Cooke, Linda Wiebe, Freddy Olivarez, Cynthia Wentworth, Rebecca Brandon, Tonya Glisan, Tiffany Salazar

Other Attendees: Brian Jackson with Jackson and Carter

Meeting Called to Order at 11:30 AM by Board President Morgan Cox

Agenda Items	Presentation/Discussion	Action Taken
Reading and Approval of Minutes from August 31, 2020 Tax Rate Public Hearing	Minutes Reviewed.	Motion by John Myrick, to approve minutes Second by Frances Hernandez. Motion Approved
Reading and Approval of Minutes from August 31, 2020 Board Meeting	Minutes Reviewed.	Motion by Terry Franklin, to approve minutes Second by John Myrick. Motion Approved
Public Comment	None	
Medical Staff Report	Dr. Calvin Cargill presented the Medical Staff Report. The following providers were presented for privileges: Chandra Keele, N.P. Allied Health Professional, Hospitalist; Amelia Julio, CRNA, Allied Health Professional, Surgery Department; Logan Niehues, M.D. Emergency Department (Concord); Syed Anwarulislam, D.O., Consulting Radiology (Virtual Radiologic). Delinquent chart count was 3. 11 cases were presented for peer review with no concerns. There were 106 reportable tests through Infection Control. Most were Covid tests.	Motion by Albert Garza to approve report as presented. Second by Frances Hernandez. Motion Approved.
Quality Assurance Dashboard	Ms. Wiebe presented the Quality Assurance Dashboard. Discussion was held concerning the EMS project of monitoring the time it takes for the ambulance to be in motion after the call is received from 911. Board members also noted that street signage needs to be improved both in Stanton and throughout the County. Mr. Cox noted that he will be meeting with EMS leadership to assist with education of personnel on maps and locations within the County.	Motion by John Myrick, to approve minutes Second by Albert Garza. Motion Approved
Departmental Reports TruLite Homecare	Tiffany Salazar presented the TruLite Homecare report. She noted the growth the Agency has seen in the last 12 months. Census for September 2019 was 39 and month to date the census for September 2020 is 92. Question posed regarding service area, which includes Ector County. It was noted that staff that lives in that area provide the services.	Motion by Albert Garza to approve report as presented. Second by Terry Franklin. Motion Approved.

<p>Discussion and Possible Action on Policies</p>	<p>1. ADM 004 Smoking and Tobacco Use - Revises policy to make campus Tobacco Free and include vaping products. Also eliminates use of e-cigarettes by patients on provider order. 2. Patient Safety Program PT Care 004 - Adds Employee Health, Safety, Sterile Processing and Surgical Services to Committee Membership. 3. SWB 06 Care Planning Comprehensive, SWB 009 Discharge Planning, SWB Notice of Transfer or Discharge Form - Brings policies in line with CMS guidelines. Incorporates Trauma Informed Care. 4. OR 23 Time Out, Placement of Pneumatic Tourniquets, and Implanted Electronic Device - Expands and better defines the time out process per AORN standards. New policies per AORN guidelines.</p>	<p>Motion by Terry Franklin, to approve minutes Second by Frances Hernandez. Motion Approved</p>
<p>Equipment</p>	<p>1. Air Conditioning and Heating for Ambulance Bay - Bid from Bosworth for \$17,096. Hospital Staff will perform required carpentry work. 2. Cepheid 8 Channel Genexpert - Increases capabilities for testing from 4 channel to 8 channel. Cost is \$59,073. Testing includes MRSA, D Diff, Strep, Flu A/B, Covid-19 and others. 3. Portable Aire Cleaners/Filters - Tabled</p>	<p>Motion by Terry Franklin, second by Albert Garza to approve items 1 and 2. Motion approved.</p>
<p>CFO Report</p>	<p>Tonya Glisan presented the Financial Statements and Cash Disbursements for August. Ms. Glisan explained the difference between restricted and non-restricted cash. The District currently has \$8,456,308 in restricted funds, which includes Bond, Covid and Roofing funds. Inpatient and Swingbed admissions were lower than the previous 3 month trend and resulted in lower revenue. Expenses were in line with volumes and previous months. Miscellaneous Income includes \$1.8 million in insurance payments for roof replacements. Net Income for month was \$2,183,160. She also noted that of the \$4,221,683 Covid grants received, \$317,313 has been expended for equipment and operating expenses. Cash Disbursements totaled \$1,219,259.25.</p>	<p>Motion by Albert Garza to approve reports as presented. Second by Clay Parker. Motion approved.</p>
<p>Discuss and Take Action to Update Signatures on District Funds at Local Depositories</p>	<p>Signatures to be updated at First National Bank Stanton and Western Bank Big Spring to remove Cherri Waites and add Tonya Glisan.</p>	<p>Motion by John Myrick to approve. Second by Terry Franklin. Motion approved.</p>

<p align="center">Administrative Report</p>	<ol style="list-style-type: none"> 1. Ms. Cooke presented a Marketing Plan for Fourth Quarter 2020. Staff had met and conducted a SWOT analysis. Using this information, short term goals were identified that included a revised web site, print ads, high touch, updating collateral, billboard revision and update, new signage and professional head shots. Also included was a proposal for a new logo. 2. Annual Fire Marshall inspection conducted with only 2 minor findings. 3. Dr. Cargill was reinstated with Blue Cross effective September 2. 4. Ms. Cooke will be working with Brian Jackson to developed a contract to engage Alena Turner to cover open shifts at the Clinic. 5. A Virtual Rural Trustee Workshop will be conducted on October 8 by Texas Healthcare Trustees and the State Office of Rural Health. 6. Clinic patients are now being seen inside the building. Covid testing continues with few positive results. it was noted that requests continue to open the cafeteria and the gym to the public, but there is no target date at this time. 7. Bid specifications to replace the roof should be complete and ready to issue by October 1. 8. The new CT will be installed November 2-13. 9. Trash from employees who smoke has been accumulating on the private property across Beaugard. This will be cleaned up and per the property owner's request, employees will be instructed to go elsewhere to smoke. 10. A tour of the Emergency Department and the Inpatient Nursing Unit was conducted for the Board members. 	<p>Motion by Terry Franklin to approve the new logo as presented. Second by John Myrick. Motion approved.</p>
<p align="center">Discuss and/or Act on Proposal for Emergency Department Addition to improve the process of screening and treatment of patients due to Covid</p>	<p>After the tour of the Emergency Department, Ms. Cooke presented a proposal to construct a new entrance to the Emergency Department. This space would include waiting room, triage, registration and security. The current entrance enters directly into a long hallway. The current waiting area comingles ER patients and visitors with inpatient visitors and patients seeking outpatient services. This does not allow for the screening or segregation of patients that may have communicable diseases, such as Covid-19. The estimated cost of the new addition is between \$750,000 and \$1,000,000 and would be paid from Covid Grants received from HHSC. After review with the auditors, it was determined that this project would fit within the parameters for this grant.</p>	<p>Motion by John Myrick to move forward with obtaining architectural drawings and bids for this project. Bids are to be taken per the District Purchasing Policy and submitted to the Board for approval. Second by Terry Franklin. Motion approved.</p>
<p align="center">Other Business</p>	<p>None</p>	
<p align="center">Executive Session</p>	<p>Entered into Executive Session at 1:09 p.m. Reentered back into Regular Session at 1:45 p.m.</p>	
<p align="center">Adjourn</p>	<p>1:46 p.m.</p>	<p>Motion by Albert Garza second by Clay Parker to adjourn. Motion Approved.</p>



 Board of Directors President

10-26-20

 Date



 Board of Directors Secretary

10/26/20

 Date