



Board of Directors
Regular Board Meeting
Monday, November 25, 2024

Attendees:

Morgan Cox, President	Nancy Cooke, CEO
Albert Garza, Vice President	Tonya Glisan, CFO
John Myrick, Secretary	Linda Pierce, CNO
Terry Franklin, Member	Tina Columbus, Director Human Resources - absent
Clay Parker, Member - absent	Rebecca Brandon, Director of Rural Clinic
Frances Hernandez, Member	Amy Miramontes, Director of Quality
Brian Jackson, Hospital Attorney	Tamara Sanford, Executive Assistant - absent
Mark Salcone, DO - Chief of Staff - absent	

Other Guests:

Kip Wood, Director EMS
Jeff Deslaurier, Director Information Technology

- I. **Call to order:** Mr. Cox called the meeting to order at 11:30am.
- II. **Approval of Minutes: October 28, 2024 – Regular Board Meeting:** Minutes were reviewed. Motion was made by Mr. Myrick, seconded by Mr. Garza to approve the minutes as presented. Motion carries unanimously.
- III. **Public Comment:** None present.
- IV. **Audit Presentation – Aaron Milligan:** Mr. Milligan presented the Completed Audit for review. Motion was made by Mr. Garza, seconded by Mr. Franklin to approve the FY 2024 Audit as presented. Motion carries unanimously.
- V. **Medical Staff Report – Board Report – Amy Miramontes:** Ms. Miramontes presented the monthly report from the Medical Staff meeting for review. Motion was made by Ms. Hernandez, seconded by Mr. Myrick to approve the Medical Staff Report as presented. Motion carried unanimously.
- VI. **Medical Staff Privileges, Resignations and Terminations – Amy Miramontes:** Ms. Miramontes presented the following providers for approval:

Appointments:

Brenda Akhigbe, PMHNP – Psych Mental Health – Texas Tech Tele-Psych – Consulting
Jane Dike, PMHNP – Psych Mental Health – Texas Tech Tele-Psych – Consulting
Candes Dotson, DO – Psych Mental Health – Texas Tech Tele-Psych – Consulting
Russell Hayes, PA – Psych Mental Health – Texas Tech Tele-Psych – Consulting
Wanda Hilliard, DNP – Psych Mental Health – Texas Tech Tele-Psych – Consulting
Olivia Iheanacho, PMHNP – Psych Mental Health – Texas Tech Tele-Psych – Consulting
Chandra Keele, FNP – Family Practice – Alvarado Alliance – Active

Re-Appointments: None

Expired:

Lisa Hernandez, NP - Alvarado Alliance

Motion was made by Mr. Franklin, seconded by Mr. Myrick to approve the Medical Privileges for November. Motion carried unanimously.

VII. Strategic Initiatives – Nancy Cooke:

a. Update on Plans to Construct New Clinic and Other Space as needed for Hospital District growth - Ms. Cooke gave an update on the projects.

- **Window Project**

Project Complete. Cerris was very complementary of staff involvement and cooperation during project. State scheduled to survey December 3 at 2:30 p.m.

- **Medical Office Building**

Work progressing. Have reached the tallest point of the construction.

Signage quotes received. Internal signage on target with allowance. External signage was significantly over. Will be reviewing proposals prior to approval to look for potential cost savings.

Oncor has completed underground, installed conductors, installed switch and transformer. Future conduits were not installed. Cerris working with Oncor on this.

Duct work has begun and beginning to lay out the internal walls.

Will pour south half of second floor deck starting at midnight on December 3. Staff has been notified as this will involve a large pump truck and crane and will be in conflict with the helipad normal east approach. Any helicopter flights will need to take a south approach.

Different crew (same vendor) is being used on current and future concrete pours. Job foreman feels much better regarding quality of work.

- **EMS**

Systech involved with camera placement and security measures. Work ongoing on interior.

Windows have been received. Door frames will ship December 12 with expected delivery within a week.

b. Updates on other initiatives – None to report.

VIII. Quality Assurance – Amy Miramontes: Ms. Miramontes discussed the upcoming changes in how the Quality Report will look and what to expect to see going forward. Ms. Miramontes presented the 2024 Quality Dashboard for review.

Motion was made by Mr. Myrick, seconded by Mr. Garza to approve the Quality Assurance Report as presented. Motion carried unanimously.

IX. Departmental Reports –

- a. Quarterly CNO Report (Q3) – Linda Pierce:** Ms. Pierce presented the quarterly report for review.

Motion was made by Ms. Hernandez, seconded by Mr. Myrick to approve the Quarterly EMS Report as presented. Motion carried unanimously.

- b. Quarterly Compliance Report (Q3) – Jeff Deslaurier:** Mr. Deslaurier presented the quarterly report for review.

Motion was made by Mr. Garza, seconded by Mr. Myrick to approve the Quarterly Compliance Report as presented. Motion carried unanimously.

- c. Quarterly Infection Control Report (Q3) – Amy Miramontes:** Ms. Miramontes presented the quarterly report for review.

Motion was made by Ms. Hernandez, seconded by Mr. Myrick to approve the Quarterly Infection Control Report as presented. Motion carried unanimously.

- d. Quarterly Patient Safety Report (Q3) – Amy Miramontes:** Ms. Miramontes presented the quarterly report for review.

Motion was made by Mr. Franklin, seconded by Ms. Hernandez to approve the Quarterly Infection Control Report as presented. Motion carried unanimously.

- X. Discussion and Possible Action on Policies - Amy Miramontes:** Ms. Miramontes presented the Policy Log for approval. Nursing Policies 020, 046, 047 and EVS Policies 011, 03, 012, 06, 08, 09, 07, 04, 01, 02, 010 were presented for reviewed.

Motion was made by Mr. Garza, seconded by Mr. Myrick to approve the Policy Log as presented. Motion carried unanimously.

XI. Contracts –Nancy Cooke:

- a. Garvish Radiology -** Ms. Cooke presented this contract for approval. Ms. Cooke stated this is a contract to replace the Abilene Radiology provider's contract that will expire on December 31, 2024.

Motion was made by Mr. Myrick, seconded by Mr. Franklin to approve the Garvish Radiology Contract as presented. Motion carried unanimously.

XII. Equipment –

- a. Ambulance Bids – Nancy Cooke:** Ms. Cooke presented bids from two vendors. After discussion, recommendation was made to accept the lower bid from Siddons-Martin in the amount of \$366,566.00.

Motion was made by Mr. Myrick, seconded by Mr. Garza to approve Siddons-Martin bid in the amount of \$366,566.00. Motion carried unanimously.

XIII. CFO Report – Tonya Glisan:

Financial Report - Ms. Glisan presented the Financial Statements for the month ended October 31, 2024 for review.

October Cash Disbursement – Ms. Glisan stated the cash disbursements totaled \$2,886,877.57, and credit card charges \$33,240.65.

Motion was made by Mr. Franklin, seconded by Ms. Hernandez to approve the CFO Report as presented. Motion carried unanimously.

- XIV. Quarterly Management Plan Update – Nancy Cooke:** Ms. Cooke gave an update on the Management Plan.

Motion was made by Ms. Hernandez, seconded by Mr. Garza to approve the Quarterly Management Plan Update as presented. Motion carried unanimously.

- XV. Staff Retention Payment – Nancy Cooke:** Ms. Cooke presented for approval.

Motion was made by Mr. Garza, seconded by Mr. Myrick to approve the Staff Retention Payment. Motion carried unanimously.

- XVI. Annual Statement on Martin County Hospital District 457(b) Plan Administration – Nancy Cooke:** Ms. Cooke presented for review and approval. Ms. Cooke stated Martin County Hospital District will match employee contributions into the Martin County Hospital District 457(b) Plan for 2025 at the following rates: First Year 5% Second Year 6% Third Year and Beyond 7% All matching contributions will be based on length of service, as calculated from date of hire. For 2025, a true-up of matching contributions will be made. A true-up matching contribution ensures that those who contribute more than the set percentage of pay during some payroll periods during the Plan Year, and less in other payroll periods, still receive the entire match amount for the Plan Year. MCHD will compare the employee's year-to-date Employee Salary Deferral Contributions to the amount of Employer Matching Contributions allocated to the employee's account and then, if necessary, allocate an additional Employer Matching Contribution so that the employee receives the total target Employer Matching Contribution to which the employee is entitled under the matching formula.

Motion was made by Mr. Myrick, seconded by Mr. Franklin to approve the Annual Statement on Martin County Hospital District 457(b) Plan Administration, as presented. Motion carried unanimously.

- XVII. Appointment of Central Appraisal District Representative – Nancy Cooke:** Ms. Cooke stated our current representative is Albert Garza and he is willing to continue in this role.

Motion was made by Mr. Franklin, seconded by Ms. Hernandez to approve Albert Garza as the Central Appraisal District Representative. Motion carried unanimously.

- XVIII. Administrative Report – Nancy Cooke:**

1. Table Top Drill on November 6 went very well. I huge thank you to Sharma Vaughn for coordinating this. She was assisted by Melissa Lloyd and Kip Wood. Valuable information was obtained from this drill.
2. Thank you to Melissa Lloyd and Samantha De La Pena for the Thanksgiving artwork on the Cafeteria windows. We have received many positive comments from the staff and the public.
3. A huge thank you to the dietary staff for another successful Thanksgiving lunch on Thursday November 21.
4. I was able to listen to part of the TAPA annual meeting on November 8. It was very interesting and informative.

5. Annual fire marshal inspection on November 13 with no significant findings.
6. Clinic will be closed on November 28 and 29 for the Thanksgiving holiday.
7. One of the advanced art classes from Big Spring High School will be on site on Friday, December 6. There will be approximately 20 students. They will hear a brief presentation by myself and Bill Parsons on the process we went through to develop the new MOB. They will then be taken to the construction site and give a tour by Cerris. This is being arranged by Mr. Parsons. The hope is to encourage their interest in architecture/engineering/interior design/construction. I think this is a great opportunity to share with them the possibilities they have in career paths.
8. Five Days of Christmas for employees is scheduled for week of December 9-13. A different activity is scheduled for each day. Friday will be a catered meal for the staff and the cafeteria will be closed to the public.
9. State scheduled to review the window project on December 3 at 2:30.
10. We began gathering the Immigration Status data prior to the November 1 due date. Staff reports that it is going well.
11. Halloween celebration was enjoyed by all. It was very lighthearted and entertaining. Lots of creativity in the costumes and the pumpkin carving.
12. The fluids shortage continues nationwide. Our providers have worked to conserve inventory and use it wisely. We have not had to cancel or delay any patient care.

XIX. Adjourn to Executive Session: 12:37pm

XX. Return to Open: 1:54pm.

XXI. Adjourn Meeting: Motion was made by Mr. Garza, seconded by Mr. Myrick to adjourn meeting at 1:55pm. Motion carried unanimously.



Morgan Cox, Board President

1-27-25
Date



John Myrick, Board Secretary

1/27/2025
Date