

**ELECTRA HOSPITAL DISTRICT
ELECTRA MEMORIAL HOSPITAL
BOARD OF DIRECTORS MEETING
MARCH 23, 2020**

Chairman Johnny Miller called the regular meeting of the Board of Directors to order at 6:01 p.m. in the Dining Room of Electra Memorial Hospital, 1207 S. Bailey St, Electra, Texas. Board members present were Mr. Miller, Billy Don Clark, John Prickett, Roger Sanford, Stuart Smith, Paula Rodgers, and Carol Bourland. Others present were Rebecca McCain, CEO/Administrator, Ginnie Holmes, CFO, and Sarah England, Respiratory Director.

Mr. Sanford gave the invocation.

PUBLIC COMMENT

None

PRESENTATION BY SARAH ENGLAND, RESPIRATORY DIRECTOR

Ms. England, Respiratory Director, gave a brief overview of her background and a department update. She is a native of Iowa Park and received her Bachelor of Science in Respiratory Care from Midwestern State University. She has been employed with the Electra Hospital District for two years and became the Respiratory Director after the Respiratory department was split with Cardiopulmonary. The Respiratory department has a staff of eight that are cross trained. Sleep studies average 3-4 each week. Ms. England answered the Board's questions and the Board expressed their appreciation to her.

BOARD EDUCATION – COVID-19

Mrs. McCain educated the Board on the current status of COVID-19. She discussed the number of cases nationwide and in Texas, by county. Symptoms include fever, cough, and shortness of breath. Prevention includes washing hands, covering cough and sneezes, avoiding close contact, disinfecting surfaces, and using hand sanitizer. There have been many challenges including Personal Protective Equipment (PPE) shortage, patients requesting tests that do not meet criteria, and providers wanting to test patients without approval from the Health Department. Mrs. McCain concluded with an overview on the three phases of the COVID-19 Action Plan, which was also included in the Board Packet.

CONSIDER CONSENT AGENDA ITEMS

Mr. Clark moved to approve the consent agenda items as presented. The consent agenda is attached to and made a part of these minutes. Mr. Prickett seconded, and the motion carried unanimously.

MEDICAL STAFF REPORT

Mr. Clark presented the February statistics to the Board. February included 11 admissions for 46 patient days, 6 swing bed admissions for 220 patient days, 12 observation days, and 204 emergency department visits.

CONSIDER MEDICAL STAFF APPOINTMENTS

Mrs. McCain presented the following practitioner as approved and recommended by the Medical Staff for appointment to the following category:

Courtesy Medical Staff:	Heinz-Dieter Schwarzkopf, DO JSA Health Roster	Southwest Medical/Emergency Telepsychiatry
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On motion by Mr. Clark, seconded by Mr. Prickett, the Board unanimously approved the appointments to the Medical Staff as recommended.

CONSIDER CONTRACT WITH GUIDE ARCHITECTURE

Mrs. McCain presented a contract from Guide Architecture for architectural services at Electra Memorial Hospital, as recommended by the Building Committee. Fees are estimated at \$157,000, which includes \$120,000 for basic services and \$37,000 for civil engineering and landscaping. Mr. Sanford moved to approve the contract. Mrs. Bourland seconded, and the motion carried unanimously.

CONSIDER PROPERTY INSURANCE POLICY PROPOSAL

Mrs. McCain discussed renewals for property insurance with the Board. The Zurich renewal is \$62,616, up from \$60,265 last year. However, last year's deductible was \$500,000 before buy-back, and this year's proposal would increase that deductible to 5% of the total value of the policy, or \$2,470,000. Travelers has submitted a quote for \$58,425, with a 3% per unit deductible. If all buildings were damaged, the total deductible would be \$1,006,092. If only one building was damaged, the deductible would be 3% of the value of that building. Mr. Clark made a motion to approve the proposal from Travelers. Mr. Smith seconded, and the motion carried unanimously.

APPROVAL OF COVID-19 ACTION PLAN

Mrs. McCain requested approval of the COVID-19 Action Plan, which was presented to the Board. Mr. Sanford made a motion to approve the Plan as presented. Mr. Clark seconded, and the motion carried unanimously.

CONSIDER APPROVAL OF TAX RESALE DEEDS

Mrs. McCain requested approval of tax resale deeds for properties in Electra, TX located at 820 Truman Dr, 419 W Bryan Ave, and 610 S County Rd. Mr. Smith made a motion, seconded by Mrs. Rodgers to approve the tax resale deeds, which was approved unanimously.

ADJOURNMENT

There being no further business to come before the Board, Mr. Clark made a motion to adjourn. Mr. Sanford seconded, and the Board voted unanimously to adjourn at 7:09 p.m.

Johnny Miller, Chairman

Stuart Smith, Secretary