

**ELECTRA HOSPITAL DISTRICT  
ELECTRA MEMORIAL HOSPITAL  
BOARD OF DIRECTORS MEETING  
MARCH 28, 2022**

Chairman Johnny Miller called the regular meeting of the Board of Directors to order at 6:09 p.m. in the Education Center at Electra Memorial Hospital, 1207 S. Bailey St, Electra, Texas. Board members present were Mr. Miller, Billy Don Clark, Roger Sanford, Stuart Smith, Paula Rodgers, Carol Bourland, and James Brockriede. Others present were Rebecca McCain, CEO/Administrator; Ginnie Holmes, CFO; Sherie Rondeau, MT, Hospital and Park Clinic Lab Manager; and Allison Stapleton, MT, Iowa Park Clinic Lab Manager.

Mr. Clark gave the invocation.

**PUBLIC COMMENT**

None

**PRESENTATION BY SHERIE RONDEAU, MT AND ALLISON STAPLETON, MT, LAB MANAGERS**

Mrs. Rondeau and Mrs. Stapleton discussed their background and current responsibilities with the Board. Mrs. Rondeau has been employed with the hospital district since 1981. She has been the Lab Manager for the Hospital and added Iowa Park Clinic's lab in 2014 and the Park Clinic lab in 2019. Those clinics both started with CLIA waived testing. Mrs. Stapleton began her employment with the district in 2018 in Electra and later moved to the Iowa Park Clinic. She recently received her bachelor's degree and now manages the Iowa Park Clinic lab, which recently converted to a moderate complexity lab. Mrs. Rondeau still serves as the Lab Manager for the Hospital and Park Clinic.

**BOARD EDUCATION – UNDERSTANDING THE CHARGEMASTER**

Mrs. Holmes discussed the hospital's chargemaster with the Board. The chargemaster is a comprehensive list for procedures, services, supplies, and drugs. It is used for billing, capturing revenue, budgeting, and inventory control. Data elements include department numbers, charge codes, descriptions, revenue codes, CPT/HCPCS, modifiers and prices. She also reviewed the upcoming chargemaster review which will check for invalid codes, compliance, and prices against the Medicare fee schedule.

No action was taken.

## **CONSIDER CONSENT AGENDA ITEMS**

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

## **MEDICAL STAFF REPORT**

Mr. Clark presented the February statistics to the Board. February included 15 admissions for 103 patient days, 10 swing bed admissions for 178 patient days, 7 observation days, and 192 emergency department visits.

## **CONSIDER MEDICAL STAFF APPOINTMENTS**

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

Courtesy Medical Staff: RadPartners Telemedicine Roster

On motion by Mr. Clark, seconded by Mr. Sanford, the Board unanimously approved the appointments as recommended.

## **STRATEGIC PLANNING REVIEW AND DISCUSSION**

Mrs. McCain discussed the Strategic Planning Retreat that will be held at the Wildcatter Resort on May 5 and 6, 2022.

## **APPROVAL OF SALE OF 2010 AMBULANCE**

This item was tabled.

## **APPROVAL OF FINANCIAL MANAGEMENT POLICY**

Mrs. McCain presented the Financial Management Policy for the Board's review. The policy is required by HRSA for the Vaccine Confidence Grant. Mr. Sanford made a motion to approve the policy. Mr. Brockriede seconded, and the motion carried unanimously.

## **CONSIDER PROPERTY INSURANCE POLICY PROPOSAL**

Mrs. McCain discussed the property insurance renewal with the Board. With additional square footage in Rehab and the addition of the Warehouse, our values increased 17%. This renewal is a 28% increase in premium from \$77,715 to \$99,397. Our current carrier, Travelers, was the only quote received. Four others declined to quote due to geographic location, wind and hail exposure, couldn't compete with renewal terms and not currently insuring rural hospitals. Deductibles have also increased. We have a \$50,000 minimum per building. Iowa Park Clinic and the Hospital have deductibles of \$162,225 and \$988,800, respectively. Last year we purchased a buy-back policy to hold those deductibles to \$100,000. That premium has increased from \$101,681 to \$124,007 for a total of \$223,404. Mr. Clark made a motion to approve the proposal from Travelers in the amount of \$223,404. Mr. Sanford 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 101 Avenue C, 708 N Main, and 102 E Washington Ave. Mr. Brockriede made a motion, seconded by Mr. Clark to approve the tax resale deeds, which was approved unanimously.

## **ADJOURNMENT**

There being no further business to come before the Board, Mr. Smith made a motion to adjourn. Mr. Sanford seconded, and the Board voted unanimously to adjourn at 7:36 p.m.

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Johnny Miller, Chairman

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Stuart Smith, Secretary