

**ELECTRA HOSPITAL DISTRICT
ELECTRA MEMORIAL HOSPITAL
BOARD OF DIRECTORS MEETING
MAY 23, 2022**

Chairman Johnny Miller called the regular meeting of the Board of Directors to order at 6:06 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, and Carol Bourland. James Brockriede was absent. Others present were Rebecca McCain, CEO/Administrator, Ginnie Holmes, CFO, Kim Gilbert, CCO, and Anita Williams, RN, DON.

Mr. Clark gave the invocation.

PUBLIC COMMENT

None

NURSE STAFFING REPORT – ANITA WILLIAMS, RN, DON

Mrs. Williams gave the quarterly Nurse Staffing Committee report. Reported vacancies included two techs for the hospital. No vacancies were reported for LVN's and RN's. The main topic of discussion at the Committee meeting was education. The Committee would like to develop hands-on education, education on documentation, and improving orientation processes for the staff.

BOARD EDUCATION – LEARNING BY WALKING AROUND

Mrs. McCain gave the Board a tour of the departments in the hospital where managers have requested more space for staff and storage. She also shared requests from DME, Goldsmith's and Park Clinic. Since the hospital was renovated and expanded in 2012, we have added approximately 100 employees system wide, making more space a priority in the 2022 Strategic Plan.

No action was taken.

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. Sanford seconded, and the motion carried unanimously.

MEDICAL STAFF REPORT

Mr. Clark presented the April statistics to the Board. April included 9 admissions for 23 patient days, 3 swing bed admissions for 39 patient days, 2 observation days, and 159 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:	Christopher Duhan, MD	Courtesy Medical Staff
	Kyra Crenshaw, MD	Active Medical Staff

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

STRATEGIC PLANNING REVIEW AND DISCUSSION

The Board reviewed the list of Top 10 Priorities from the 2022 Strategic Plan. A full report from the consultants is expected at the next meeting.

ADMINISTER OATHS OF OFFICE

Rebecca McCain, CEO, administered the Oaths of Office to Johnny Miller and Billy Don Clark.

ELECTION OF BOARD OFFICERS

Mr. Sanford nominated Mr. Miller for Board Chairman. There being no other nominations, Mr. Sanford moved to approve Mr. Miller's nomination by acclamation. Mrs. Bourland seconded, and the motion carried unanimously.

Mr. Clark nominated Mr. Sanford for Board Vice-Chairman. There being no other nominations, Mr. Clark moved to approve Mr. Sanford's nomination by acclamation. Mr. Smith seconded, and the motion carried unanimously.

Mrs. Rodgers nominated Mr. Smith for Secretary. There being no other nominations, Mrs. Rodgers moved to approve Mr. Smith's nomination by acclamation. Mr. Clark seconded, and the motion carried unanimously.

APPROVAL OF STAFF RETENTION BONUSES

Mrs. McCain recommended staff retention bonuses for employees from rural hospital funds received through Texas Senate Bill 8. The bonus would include \$500 for full-time, \$250 for regular part-time, and \$100 for PRN employees. Mr. Clark made a motion to approve the retention bonus as requested. Mrs. Rodgers seconded, and the motion carried unanimously.

APPROVAL OF CONTRACT WITH CIVIL ENGINEER FIRM FOR PARK CLINIC

Mrs. McCain presented a recommendation from Guide Architects to contract with a Civil Engineering firm for the Park Clinic renovation project. Mr. Clark made a motion to approve. Mr. Smith seconded, and the motion carried unanimously.

APPROVAL OF COVID-19 IMMUNIZATION POLICY

Mrs. McCain presented an updated version of the COVID-19 Immunization Policy for review and approval. The update changes immunization/exemption requirement dates to pre-employment as required by the CMS Conditions of Participation rather than specific dates in the future that were previously specified by CMS. Mrs. Rodgers noted that she was opposed to a vaccination requirement. Mr. Clark moved to approve, Mrs. Bourland seconded, and the motion carried with a 5-1 vote.

PURCHASE OF REGULATORY BILLING ERRORS & OMISSIONS AND PRIVACY & NETWORK LIABILITY INSURANCE COVERAGE

Mrs. McCain recommended the renewal of Regulatory Billing Errors & Omissions and Privacy & Network Liability insurance coverage. The purchase of both insurance coverages will cost \$19,878, an increase of \$4,308 from last year. Mr. Smith made a motion to approve the coverages as requested. Mrs. Rodgers seconded the motion, which was approved unanimously.

RENEWAL OF INSURANCE FOR IMAGINATION STATION CHILD CARE CENTER

Mrs. McCain presented the renewal premium quote for liability insurance for Imagination Station Child Care Center in the amount of \$3,126.77, an increase of \$46.17 from last year. Mr. Clark made a motion, seconded by Mrs. Bourland, to approve the renewal. The motion carried unanimously.

CONSIDER APPROVAL OF PHYSICIAN CALL SCHEDULE

Mrs. McCain presented the physician call schedule as approved and recommended by the Medical Staff for July – December 2022 for the Board's approval. Mr. Smith moved to approve the call schedule as presented. Mrs. Rodgers seconded, and the motion carried unanimously.

ANNUAL REVIEW AND APPROVAL OF THE QUALITY ASSURANCE/PERFORMANCE IMPROVEMENT/RISK MANAGEMENT PLAN

Mrs. McCain presented the Quality Assurance/Performance Improvement/Risk Management Plan for the Board's review and approval. No changes have been made to the Plan. Mr. Clark made a motion to approve the Plan as presented, which was seconded by Mrs. Bourland and unanimously approved by the Board.

QUARTERLY QAPI REPORT

Mrs. McCain presented and discussed the QAPI report for the first quarter with the Board. Discussion was held on the various measures along with opportunities for improvement.

CONSIDER APPROVAL OF TAX RESALE DEED

Mrs. McCain requested approval of a tax resale deed for property in Electra, TX located at 317 S Waggoner St. Mr. Sanford made a motion, seconded by Mrs. Bourland to approve the tax resale deed, which was approved unanimously.

ADJOURNMENT

There being no further business to come before the Board, Mr. Smith made a motion to adjourn. Mr. Clark seconded, and the Board voted unanimously to adjourn at 7:56 p.m.

Johnny Miller, Chairman

Stuart Smith, Secretary