

**ELECTRA HOSPITAL DISTRICT  
ELECTRA MEMORIAL HOSPITAL  
BOARD OF DIRECTORS MEETING  
JUNE 27, 2022**

Due to unscheduled issues in the Education Center, signs were posted on the front door and the meeting moved to the dining room of Electra Memorial Hospital.

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, Roger Sanford, Stuart Smith, and Carol Bourland. James Brockriede and Paula Rodgers were absent. Others present were Rebecca McCain, CEO/Administrator and John Perez, EMS Director.

Mr. Sanford gave the invocation.

**PUBLIC COMMENT**

None

**PRESENTATION BY JOHN PEREZ, EMS DIRECTOR**

Mr. Perez thanked the Board for the new ambulance that was purchased in 2020. He added that Wichita County had approved the purchase of a second ambulance prior to 2025 and he will be ordering that unit before the end of 2022 with the expectation of delivery at the end of 2023. Mr. Perez also thanked the Board for the cost-of-living salary increase as it has made staffing the ambulances a lot easier. Mr. Perez noted that he has been with the District since June 2013 and took over as Director in December 2014. He explained the difference in training for Basic EMTs, Advanced EMTs, Paramedics and Licensed Paramedics.

**BOARD EDUCATION – HCAHPS**

Mrs. McCain distributed information regarding the Hospital Consumer Assessment of Healthcare Providers and Systems (HCAHPS) survey, the Hospital's scores on the survey, the components and specific variables within each component, plans to improve the scores, and the importance of the scores.

No action was taken.

## **BUILDING COMMITTEE REPORT – ROGER SANFORD**

Mr. Sanford discussed the plans for the expansion and renovation of Park Clinic, the estimated costs and the timeline that were reviewed with the Building Committee. Discussion followed regarding the limited space and the difficulties involved with phasing of the project. The Board also discussed the value of renovating the existing space vs. building a new clinic.

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. Mrs. Bourland seconded, and the motion carried unanimously.

## **MEDICAL STAFF REPORT**

Mr. Clark presented the May statistics to the Board. May included 4 admissions for 11 patient days, 6 swing bed admissions for 43 patient days, 4 observation days, and 201 emergency department visits.

## **CONSIDER MEDICAL STAFF APPOINTMENTS**

Mrs. McCain presented a new telepsych roster for SOC Telemed as approved and recommended by the Medical Staff for appointment to the Courtesy Medical Staff.

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

## **ARCHITECT FEES FOR PARK CLINIC RENOVATION**

Mrs. McCain presented a quote from Guide Architects for expansion and renovation of Park Clinic. With estimated construction costs of \$1,250,000 the 7% fee for Guide's services is proposed at \$87,500. In addition, Guide will be responsible for selecting and retaining a Civil Engineer estimated to be approximately \$15,000. Survey costs are not included in the fees. Mrs. Bourland made a motion to approve the fees. Mr. Smith seconded and the Board unanimously approved Guide Architects for the Park Clinic project.

## **ADAMS MANAGEMENT SERVICES CONTRACT**

Mrs. McCain presented an addendum to the Adams Management contract for construction management services that extends the previous contract terms. Mr. Clark made a motion to approve the addendum. Mr. Sanford seconded and the motion carried unanimously.

## **GENERAL AND PROFESSIONAL LIABILITY INSURANCE**

Mrs. McCain presented the renewal quote for the General and Professional Liability insurance coverage through THIE. The quote of \$33,578 is down \$1,386 from last year. Mr. Sanford made a motion, seconded by Mr. Smith to approve the renewal as presented. The motion carried unanimously.

## **ANNUAL REVIEW AND APPROVAL OF GOVERNING BODY BYLAWS**

Mrs. McCain presented the Governing Body Bylaws with no changes for the Board's review and approval. Mr. Clark made a motion to approve the bylaws as presented. Mr. Smith seconded and the bylaws were unanimously approved.

## **APPOINTMENT OF COMMITTEES**

Mr. Miller, Board Chairman, appointed the following committees:

### **AUDIT/FINANCE COMMITTEE:**

Johnny Miller  
Roger Sanford  
Stuart Smith  
Rebecca McCain, CEO  
Ginnie Holmes, CFO

### **BUDGET COMMITTEE:**

Johnny Miller  
Roger Sanford  
Tom DeLizio, M.D., Chief of Staff  
Rebecca McCain, CEO  
Ginnie Holmes, CFO

### **EXECUTIVE COMMITTEE:**

Johnny Miller  
Roger Sanford  
Stuart Smith

EMPLOYEE EDUCATION COMMITTEE: Billy Don Clark  
Carol Bourland  
Paula Rodgers  
Rebecca McCain, CEO

BUILDING COMMITTEE: Johnny Miller  
Roger Sanford  
James Brockriede  
Rebecca McCain, CEO

INFORMATION TECHNOLOGY  
COMMITTEE: Stuart Smith  
James Brockriede  
Brandon Huffstutler, CIO  
Rebecca McCain, CEO

MEDICAL STAFF MEETING  
BOARD REPRESENTATIVE: Billy Don Clark  
Paula Rodgers, Alternate

BOARD SUCCESSION COMMITTEE: Johnny Miller  
Roger Sanford  
Billy Don Clark  
Rebecca McCain, CEO

## 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 6:48 p.m.

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Johnny Miller, Chairman

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Stuart Smith, Secretary