

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

Chairman Johnny Miller called the regular meeting of the Board of Directors to order at 6:05 p.m. in the Education Center of Electra Memorial Hospital, 1207 S. Bailey St, Electra, Texas. Board members present were Mr. Miller, Billy Don Clark, Roger Sanford, Stuart Smith, Carol Bourland, James Brockriede, and John Prickett. Others present were Rebecca McCain, CEO/Administrator; Ginnie Holmes, CFO; and Stephanie Gilbert, RN, Home Health DON.

Mr. Sanford gave the invocation.

PUBLIC COMMENT

None

PRESENTATION BY STEPHANIE GILBERT, RN, HOME HEALTH DON

Stephanie Gilbert, RN, discussed her background with the Board, current duties, and agency staff. She expressed appreciation for her position as the DON (Director of Nursing) of EMH Home Health Services. In 2013, Ms. Gilbert joined the District as a RN for home health and in 2020 was promoted to the DON position. She was proud to announce that the Medicare survey in March had no deficiencies cited. Currently, the home health staff includes two RN's, two LVN's, and one aide. Sheila Newton is the billing manager and Brooke Rangel is the marketing account executive. Electra Home Health contracts for physical, occupational and speech therapy. She reported that sixty-four patients are currently on service, and our home health agency is the only agency in the area that will accept Medicaid patients, most likely due to time restraints with authorizations and denials. The Board thanked Ms. Gilbert for her dedicated service to Electra Home Health.

BUILDING COMMITTEE REPORT – ROGER SANFORD

Mr. Sanford reported that the Building Committee met on November 17, 2022. After discussion, the committee recommends purchasing property on the access road of Highway 287 for the Medical Office Building (MOB) and Pharmacy building. Considerations for Park Clinic are still being explored. The plans for the sleep lab, which will be added to the existing Education Center, are currently being drawn.

BOARD EDUCATION – TOWN HALL REPORT

Mrs. McCain and Mr. Brockriede highlighted the Community Forum held on November 16, 2022, in Iowa Park, TX. Barry Couch, Consultant, and John Henderson, TORCH President/CEO were the facilitators. They discussed the Texas rural hospital closure crisis and how that impacts a community. A Community Leader Survey was submitted to 72 leaders, with 35 responding at a 49% response rate. The Summary Report of results was reviewed.

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. Prickett seconded, and the motion carried unanimously.

MEDICAL STAFF REPORT

Mr. Clark presented the October statistics to the Board. October included 9 admissions for 47 patient days, 9 swing bed admissions for 150 patient days, 9 observation days, and 215 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: Edwidge Jacinthe, MD Southwest/ER Provider

Allied Health Professional Jeffrey Scott Grimes, NP-C Nurse Practitioner/ER

STRATEGIC PLANNING REVIEW AND DISCUSSION

Mrs. McCain discussed the status of the strategic plan and provided updates on marketing, facilities, finance, governance, community and operations. She noted that after the success of the Town Hall meeting held in Iowa Park, quarterly meetings would be beneficial to continue relationships with business and community leaders.

CONSIDER APPROVAL OF EMERGENCY ROOM PHYSICIAN CALL SCHEDULE

Mrs. McCain presented the Emergency Physician Call Schedule for January - June 2023 as approved by the Medical Staff for the Board's approval. Mr. Smith moved to approve the call schedule as presented. Mr. Clark seconded the motion, which was approved unanimously.

PURCHASE OF LAND LOCATED ON BUSINESS 287

Mrs. McCain requested approval to pursue purchasing land located on Business 287 as recommended by the Building Committee. Mr. Clark made a motion to approve, Mr. Sanford seconded, and the motion carried unanimously.

APPROVAL OF ELECTRA MEMORIAL HOSPITAL HOME HEALTH SERVICES ANNUAL REPORT

Mrs. McCain presented the Home Health Annual Report for 2022. In 2022, Electra Home Health delivered care to 209 patients by providing 6,577 home visits, a decrease of 31 patients and 2,934 visits from fiscal year 2021. The staff includes six full-time employees in addition to Ms. Gilbert, and contracted personnel for physical, occupational, and speech therapy. The agency had one less licensed vocational nurse and one less registered nurse in 2022 than 2021, reducing the capacity to admit patients.

The report covered the utilization of services including the trend of patients and visits by fiscal year. The average payment has decreased from \$1,885 to \$1,636. This is due in part to the decreased percentage of patients with traditional Medicare.

Mr. Brockriede made a motion to approve the Electra Memorial Hospital Home Health Services Annual Report. Mr. Clark seconded the motion, which was approved unanimously.

RENEWAL OF WORKERS COMPENSATION INSURANCE POLICY

Mrs. McCain presented the workers compensation insurance policy renewal with Texas Mutual. The renewal premium is estimated to be \$53,829 but will be paid monthly based on payroll expenses. Mr. Sanford moved to approve the renewal as presented. Mr. Prickett seconded the motion, which was approved unanimously.

APPROVAL OF REVISED ARCHITECTURAL FEES

Mrs. McCain presented the revised architectural fees for the Board's review and approval. Fees totaling \$563,500 include \$24,000 for the Site Master Plan, \$378,500 for architectural design and civil engineering for the Medical Office Building(MOB) /Pharmacy building, and \$161,000 for architectural and civil fees for the internal renovations and sleep lab addition to the Education Center. Mr. Clark moved to approve, Mr. Smith seconded, and the Board unanimously approved the architectural fees as presented.

QUARTERLY QAPI REPORT

Mrs. McCain presented the QAPI report for the third quarter for the Board's review. No action was taken.

ADJOURNMENT

There being no further business to come before the Board, Mr. Sanford made a motion to adjourn. Mr. Smith seconded, and the Board voted unanimously to adjourn at 7:27 p.m.

Johnny Miller, Chairman

Stuart Smith, Secretary