

**ELECTRA HOSPITAL DISTRICT  
ELECTRA MEMORIAL HOSPITAL  
BOARD OF DIRECTORS MEETING  
FEBRUARY 27, 2023**

Chairman Johnny Miller called the regular meeting of the Board of Directors to order at 6:08 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, James Brockriede, and John Prickett. Others present were Rebecca McCain, CEO/Administrator; Ginnie Holmes, CFO; and Veronica Kimbro, Controller.

Mr. Prickett gave the invocation.

**PUBLIC COMMENT**

None

**PRESENTATION BY VERONICA KIMBRO, CONTROLLER**

Ms. Kimbro, Controller, gave a brief introduction of her training and history. She graduated from Electra High School and received her Bachelor of Arts degree in English and Bachelor of Business Administration from Midwestern State University. She began working at the hospital in 2012 as the administrative assistant, became the Business Office Manager in 2014, and has been the Controller for the hospital district since 2020. She described her responsibilities which include balancing bank statements and matching and tracking cash flow for all ten entities. She also assists with the audit, revenue cycle and maintains the chargemaster.

**BOARD EDUCATION – VERONICA KIMBRO**

Veronica Kimbro, Controller continued her presentation by educating the Board on the system-wide accounts payable process. Purchasing and accounts payable involve department managers, the Purchasing Director, CEO, Accounts Payable Coordinator, CFO, and Controller. On average, it takes 30 days to complete the purchasing/accounts payable process for approximately 372 invoices. She concluded with a comparison of the process in 2013 vs. 2023. In 2013, the accounts payable duties could be completed in 2.5-3 days, but now take a full work week to complete. An estimated \$1 million per month in expenses was process ten years ago compared to \$3 million per month in 2023.

## **BUILDING COMMITTEE REPORT – JAMES BROCKRIEDE**

Mr. Brockriede gave an update on properties in Electra and Iowa Park that are being considered for purchase.

Corlett, Probst & Boyd, PLLC completed a survey of the property on 287. Braun Intertec will complete a Phase I Environmental Survey required by HUD before the property can be purchased. Ms. McCain discussed meeting with landowners regarding property in Iowa Park between Quail Valley and Park Tank Trucks.

The committee recommends to not relocate Imagination Station Child Care Center to the property on Highway 287 due to the expense. No action was taken.

## **CONSIDER CONSENT AGENDA ITEMS**

Mr. Miller noted that the Transfer of Funds would be moved from the Consent Agenda to the regular agenda for discussion. Mr. Clark moved to approve the remaining 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.

## **TRANSFER OF FUNDS**

Mrs. Holmes requested a recurring monthly transfer of \$100,000 from the Management account to the Funded Depreciation account. Mr. Prickett made a motion to approve the transfer as requested. Mr. Clark seconded, and the motion carried unanimously.

## **MEDICAL STAFF REPORT**

Mr. Clark presented the January statistics to the Board. January included 20 admissions for 73 patient days, 19 swing bed admissions for 191 patient days, 5 observation days, and 222 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:

Jordan Terasaki, MD  
Randy Benish, PA

Courtesy Medical Staff  
Courtesy Medical Staff

Consulting Staff:

JSA Health Telepsychiatry  
RadPartners

Proxy Roster  
Telemedicine Roster

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

### **CLOSED MEETING – PROPERTY TRANSACTIONS**

The Board of Directors of the Electra Hospital District adjourned to a Closed Meeting, pursuant to Texas Government code, Section 551.072 et seq., Texas Open Meetings Act at 6:43 p.m. to discuss property transactions, with no action being taken in Closed Session. The Board reconvened in Open Session at 7:21 p.m.

### **STRATEGIC PLANNING REVIEW AND DISCUSSION**

Mrs. McCain discussed the Strategic Planning Retreat that will be held at the Wildcatter Resort on April 6 and 7, 2023. She also highlighted the status of the strategic plan and provided updates on marketing, facilities, finance, governance, community and operations.

### **CONSIDER ACCEPTING CERTIFICATION OF UNOPPOSED CANDIDATES**

Mrs. McCain recommended accepting certification that all candidates in the May 6<sup>th</sup> election are unopposed and that no write-in candidates filed by the deadline. Mr. Prickett made a motion to approve the certification. Mr. Clark seconded, and the certification was unanimously accepted.

### **APPROVAL OF RESOLUTION DECLARING EACH UNOPPOSED CANDIDATE AND CANCELING THE MAY 6<sup>th</sup> ELECTION**

Mrs. McCain requested approval of a resolution declaring each unopposed candidate for the Board of Directors elected to office and canceling the May 6<sup>th</sup> election due to candidates being unopposed and declared elected. Mr. Sanford made a motion to approve the resolution. Mr. Clark seconded, and the motion carried unanimously. The resolution is attached to and made a part of these minutes.

## **CONSIDER RENEWAL OF AMBULANCE AND BUSINESS AUTO INSURANCE POLICY**

Mrs. McCain presented the renewal quote from Texas Hospital Insurance Exchange (THIE) for the ambulance and business auto insurance policy. The premium is \$9,761, which is a decrease of \$1,665 from last year, due to the sale of the 2010 ambulance. Mr. Sanford made a motion to approve the quote. Mr. Smith seconded, and the policy was unanimously renewed.

## **PURCHASE OF PROPERTY LOCATED ON US HWY 287**

Mrs. McCain requested approval of the purchase of 17.46 acres located on US Hwy 287 at a purchase price of \$7,500 per acre, totaling \$130,950. After discussion, Mr. Clark moved to approve the purchase of the land. Mr. Brockriede seconded, and the motion was unanimously approved.

## **APPROVAL OF NURSING HOME FEASIBILITY STUDY**

Mrs. McCain recommended conducting a nursing home feasibility study. A detailed analysis will determine if a nursing home will be profitable. Mr. Prickett made a motion to approve the recommendation of a feasibility study, Mr. Sanford seconded, and the motion carried unanimously.

## **ADJOURNMENT**

There being no further business to come before the Board, Mr. Prickett made a motion to adjourn. Mr. Sanford seconded, and the Board voted unanimously to adjourn at 7:25 p.m.

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Johnny Miller, Chairman

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Stuart Smith, Secretary