

**ELECTRA HOSPITAL DISTRICT
ELECTRA MEMORIAL HOSPITAL
BOARD OF DIRECTORS MEETING
MAY 22, 2023**

Chairman Johnny Miller called the regular meeting of the Board of Directors to order at 6:01 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, John Prickett, and Jamie West. Others present were Rebecca McCain, CEO/Administrator, Ginnie Holmes, CFO; and Erica Myers, APRN, CNP.

Mr. Prickett gave the invocation.

PUBLIC COMMENT

None

PRESENTATION BY ERICA MYERS, APRN, CNP

Mrs. Myers, nurse practitioner at the Electra Medical Clinic, introduced herself to the Board and discussed her background. Prior to becoming a nurse practitioner, she was a registered nurse at Electra Memorial Hospital for seven years. Currently, she is a walk-in provider for 2 days and schedules patients 3 days a week. Mrs. Myers mentioned that she is bilingual which is a benefit to the clinic and our patients.

BOARD EDUCATION – RURAL HEALTH CLINIC

Mrs. Holmes presented the requirements and benefits of becoming a rural health clinic (RHC). Electra Medical Clinic, Iowa Park Clinic, and Park Clinic are RHC's, a CMS designation. A rural health clinic is a clinic located in a rural, medically under-served area in the United States that has a separate reimbursement structure from the standard medical office under the Medicare and Medicaid programs. Mrs. Holmes covered the staffing, productivity, and health care services requirements. Initial surveys are completed prior to designation and every three years. No action was taken.

BUILDING COMMITTEE REPORT – ROGER SANFORD

Mr. Sanford reported that options are still being considered for property in Iowa Park. In the meantime, renovations have started for Park Clinic, including a new parking lot and exterior paint. Adams Management Services is identifying qualified contractors. The design process is complete for the Sleep Lab and is progressing for the Business Center. Negotiations continue regarding the purchase of the local nursing home facility. 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. Smith seconded, and the motion carried unanimously.

MEDICAL STAFF REPORT

Mr. Clark presented the April statistics to the Board. April included 14 admissions for 45 patient days, 11 swing bed admissions for 135 patient days, 7 observation days, and 232 emergency department visits.

CONSIDER MEDICAL STAFF APPOINTMENTS

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

Allied Health Professional-NP:	Raven Henry, FNP	Iowa Park Clinic
	David Hoodenpyle, APN	Emergency Room
Consulting Staff:	SOC/Access - Psychiatry	
	Radiology Partners - Radiology	

On motion by Mr. Clark, seconded by Mr. Brockriede, the Board unanimously approved the appointments and rosters as recommended.

STRATEGIC PLANNING REVIEW AND DISCUSSION

Mrs. McCain distributed the 2023-25 Strategic Plan and gave an update to the status of the action items.

ADMINISTER OATHS OF OFFICE

Rebecca McCain, CEO, administered the Oaths of Office to John Prickett, Stuart Smith, and James Brockriede.

ELECTION OF BOARD OFFICERS

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

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

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

APPROVAL OF EMPLOYEE SURVIVAL BONUSES

Mrs. McCain recommended employee survival bonuses for employees to celebrate the end of the public health emergency. The bonus includes \$250 for full-time, regular part-time, and PRN employees. Mr. Clark made a motion to approve the bonus as requested. Mr. Brockriede seconded, and the motion carried unanimously.

APPROVAL OF ADDITIONAL CONCRETE WORK AT PARK CLINIC

Mrs. McCain presented a proposal from BHL Contractors in the amount of \$5,000 to extend the drive into the parking area at Park Clinic. Mrs. West made a motion to approve the proposal. Mr. Prickett seconded, and the motion carried unanimously.

APPROVAL OF GEOTECHNICAL SURVEY FOR SLEEP LAB

Mrs. McCain requested approval of a Geotechnical survey from Braun Intertec for the Sleep Lab in the amount of \$5,152. Mr. Prickett moved to approve the survey, Mr. Smith seconded, and the motion carried unanimously.

APPROVAL OF PARK CLINIC EXTERNAL PAINT PROJECT

Mrs. McCain presented a proposal from BHL Contractors in the amount of \$22,327.16 to paint the exterior of Park Clinic, including replacing rotten wood and siding where necessary. Mr. Brockriede made a motion to approve. Mrs. West seconded, and the motion carried unanimously.

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 quote for both insurance coverages is \$23,319, an increase of \$833 from last year. Mr. Clark made a motion to approve the coverages as requested. Mr. Brockriede 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 \$4,808.72, an increase of \$1,681.95 (53%) from last year. Other quotes were even higher. Mr. Sanford made a motion, seconded by Mr. Smith, 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 2023 for the Board's approval. Mr. Prickett moved to approve the call schedule as presented. Mr. Sanford seconded, and the motion carried unanimously.

CONSIDER EMPLOYEE EDUCATION ASSISTANCE

Mrs. McCain presented an application for Employee Education Assistance. Andrea Bodine applied for assistance to further her education as a paramedic. Mr. Clark made a motion to approve the education assistance, Mr. Brockriede seconded, and the motion carried unanimously. Ms. Bodine will sign a two-year commitment to work for the district once her education is complete.

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. Mrs. West made a motion to approve the Plan as presented, which was seconded by Mr. Brockriede and unanimously approved by the Board.

QUARTERLY QAPI REPORT

Mrs. McCain presented and discussed the QAPI report for the first quarter with the Board. No action was taken.

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 7:13 p.m.

Johnny Miller, Chairman

Stuart Smith, Secretary