CONCHO COUNTY HOSPITAL DISTRICT
MEETING MINUTES

STATE OF TEXAS
COUNTY OF CONCHO

I. **Call to Order**
The Concho County Hospital Board of Directors met in Eden, Texas at the Concho Medical Clinic - East, Lobby on January 24, 2023 at 5:30 PM.

II. **Board of Directors:**

	Leah Brosig	President
	Brent Frazier	Vice President
	Donna Magill	Secretary/Treasurer
	Anita Aguilar	Member
Others Present:	Brian Lady	CEO
	Priscilla Aguirre	Hospital Operations Manager
	Melanie Lozano	Finance Manager
	Pam Young	Public

III. **Open Forum for Public Comments (limited to 5 minutes each)**
Pam Young spoke about how her friend was really ill and wasn't able to get a nebulizer for 2 weeks and couldn't get her medication for 3 weeks. She wanted to know how why the pharmacy cannot bill Medicare for medical equipment. She stated that she once needed a medication that the pharmacy did not carry, and Lacye was able to find the medicine in Brady and get it for her. She really missed Lacye being at the pharmacy. She also went to Physical Therapy for an evaluation and was shocked that Jenny was gone. She said that Jenny had always taken good care of her.

IV. **Approval of October & November 2022 Board Meeting Minutes**
Donna Magill made a motion to approve the October & November minutes as presented. Brent Frazier seconded the motion. All were in favor, 4-0.

V. **Call for Election May 6, 2023 for the three at-large Board Positions**
The three at-large board positions that are up for election are Wade Ellison's, Anita Aguilar's and the vacant position left by Eric Sanders. Mr. Frazier made a motion to call for the election on May 6, 2023 for the three at-large board positions. Mrs. Magill seconded the motion. All were in favor, 4-0. All board members present signed the Order of Election form.

VI. **Business Items:**
A. Monthly performance improvement/QA monitors
Michelle Saucedo was ill and could not make the meeting this evening. The Board moved on to the next item.

B. Billing & Revenue Cycle Management
Priscilla Aguirre gave the Board time to review the billing and revenue cycle management reports for November and December. Ms. Brosig asked if the prison has been paying on time. Priscilla answered that their accounts receivable has decreased.

C. Financial Statement and Accounts Payable
Mrs. Lozano explained that patient days have been really low, but did pick up in December. Cash was $4.1 million in November, and it decreased to $3.5 million in December. The hospital expenses have been averaging $975,000 month. In November, the hospital received funds from the tax abatement and tax revenue has started to come in, but most should come in January and February. Overall the hospital was down around $600,000 in the first quarter. Ms. Brosig asked if anything specific caused the loss. Mrs. Lozano explained that the loss is a result of little inpatient revenue and increase in expenses. Mrs. Aguilar asked how much money the clinic is making and how much the expenses are. Mrs. Lozano explained that the cash collections are on the financial summary by department, and the expenses are listed on page 37 on the financial statement. Mr. Lady explained that the clinic may not be currently making money, but the contribution margin back to the inpatient facility could make up for the loss.

D. Review and Approval of Policies
There were no policies needing approval at this meeting.

E. Staff Appointments
There were no staff appointments needing approval at this meeting.

F. Employee Retention Tax Credit
Mr. Lady explained that the employee retention tax credit is similar to the payroll protection where hospitals and other governmental entities can recoup some of their payroll taxes. Mr. Frazier made a motion to proceed with applying for the employee retention tax credit. Mrs. Magill seconded the motion. All were in favor, 4-0.

G. Investment of Funds with UBS
Mr. Lady explained that the current investments with the local banks is yielding back a fraction of a percent of interest, and he has been looking into other investment opportunities. Mr. Frazier made a motion to proceed with the investment of funds with UBS up to a quarter million dollars. Mrs. Magill seconded the motion. All were in favor, 4-0.

VII. **Chief Executive Officer's Report**

A. Update on Projects – City Engineering Report – The report has come back from the city's engineers about what needs they are going to have to get services to the new property. Mr. Lady is looking into grants and financing options to cover what is expected to be a minimum of $850,000. He explained that nursing home and housing are looking to be built first.

B. **Strategic Planning** – Mr. Lady will send members information about forming a committee to work on quality initiatives. He stated that via what he's learning in his CEO Cohort class, quality initiatives are now considered to be major components of strategic planning, and is very important to appear in a written strategic plan.

C. **Other** – Ms. Brosig asked if Mr. Lady could look into other options for the annual convention for the board because she has missed the last two and will probably miss this year as well. Mr. Lady will have a meeting with Dr. Contreras about possibly rolling him into the rural health clinic for counseling. Pam Young was given a copy of the financials and agenda per her request.

VIII. **Executive Session**
The Board went into executive session at 6:50pm.

IX. **Action from Executive Session**
The Board came out of executive session at 7:36pm. There was no action from executive session.

X. **Adjournment**
Mrs. Magill made a motion to adjourn the meeting at 7:37pm. Mr. Frazier seconded the motion with all in favor.

Leah Brosig
CCH Board Pres.

Date Feb 28, 2023