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 February 28, 2023 at 5:32 PM.

II. **Board of Directors:**

	Leah Brosig	President
	Brent Frazier	Vice President
	Anita Aguilar	Member
	Wade Ellison	Member
Others Present:	Brian Lady	CEO
	Priscilla Aguirre	Hospital Operations Manager
	Melanie Lozano	Finance Manager
	Michelle Saucedo	Director of Nursing
	Chyna Allgood	Public
	Elias (Alex) Rodgers	Public

III. **Open Forum for Public Comments (limited to 5 minutes each)**
There was no comment from the public.

IV. **Approval of January 2023 Board Meeting Minutes**
Brent Frazier made a motion to approve the January minutes as presented. Anita Aguilar seconded the motion. All were in favor, 4-0.

V. **Approval of Proposed Election Agreement**
Melanie Lozano reported to the Board that 5 applications were received for the 3 at-large Board positions, and there would be an election. She explained that the county had sent over a joint election agreement and the cost is estimated at $2,500. Mr. Frazier made a motion to approve the joint election agreement. Wade Ellison seconded the motion. All were in favor, 4-0.

VI. **Business Items:**

A. Monthly performance improvement/QA monitors
Michelle Saucedo is still monitoring the same items for nursing, as well as, correcting some trauma charts. Outpatient labs are being monitored and x-ray is monitoring their CTAs for performance improvement. Leah Brosig asked how her percentages are. Mrs. Saucedo replied that percentages are improving. For trauma, monitors started 25% compliant and ended at 82% and 71% for the year.

B. Billing & Revenue Cycle Management
Priscilla Aguirre presented reports on services that are provided by the hospital and the hospital aging report. She stated that there was a great amount of payments that were paid by the prison for the month.

C. Financial Statement and Accounts Payable
Mrs. Lozano stated that cash increased for January, the balance is almost at 4 million. The hospital started to receive property tax money this month. $81,000 was deposited on 1/31/23 for the solar tax abatement. The hospital received $543,977 from HHS for Covid.

D. Review and Approval of Policies
Mr. Frazier made a motion to approve the policies submitted by the policy committee. Mr. Ellison seconded the motion. All were in favor, 4-0.

E. Staff Appointments
Mr. Frazier made a motion to approve the staff appointments provided by the medical staff. Mrs. Aguilar seconded the motion. All were in favor, 4-0.

F. Appropriation for purchase of replacement PCs
Mr. Lady explained that these are routine replacements. The first ones were purchased in 2016 when he first became employed at the hospital. He said instead of going with the all-in-ones like before, these will be a macro pc that fits on the back of the monitor. He said that these will be updated from 8 Gigs of Ram to 32 Gigs of Ram, and some positions will have another monitor added if required. The estimated cost is $20,499. Mr. Ellison made a motion to approve the purchase of replacement PCs. Mr. Frazier seconded the motion. All were in favor, 4-0.

VII. **Pursuant to Texas Government Code Sec. 551.074 the CCH Board will enter into closed session to deliberate the appointment, employment, evaluation, reassignment, or duties of an employee.**
The Board went into executive session at 5:50pm pursuant to Texas Government Code Sec. 551.074. The Board came out of executive session at 6:31pm. There was no action from executive session.

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

A. Meeting with USDA – Mr. Lady met with the USDA last week and their program has changed from allowing you to do a straight USDA loan or a USDA refi. Now USDA requires every loan to be USDA backed.

B. Employee Retention Tax Credit update – Mr. Lady has sent the items requested for the employee retention tax credit to Melanie, and now that the cost report has been wrapped up, she should be able to start gathering the items needed.

C. Investment of Funds with UBS update – The hospital's investment policy needs to be updated before moving forward with the program.

D. **Recruiting** – This was discussed in executive session and Mr. Lady will be unveiling the hospital's direction with this at the next board meeting.

E. **Other** – Mr. Lady stated that the hospital still wants to bring the July 4th celebration back. He asked the Board to think about what day of doing it, whether it be on July 4th or the Saturday before. Also, in discussion, was whether to continue the fireworks at the hospital or move to the park for an all day celebration. Mr. Lady gave a report of what he learned while in Washington DC about rural America. The quality and accessibility are now going to incorporated into the CMS guidelines. A sub committee will need to be created to report back to the Board the quality indicators and quality initiatives in the hospital strategic plan.

IX. **Executive Session**
The Board went into executive session at 6:42pm.

X. **Action from Executive Session**
The Board came out of executive session at 7:04pm. There was no action from executive session.

XI. **Adjournment**
Mr. Frazier made a motion to adjourn the meeting at 7:05pm. Mr. Ellison seconded the motion with all in favor.

Date 3-28-2023