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 March 28, 2023 at 5:31 PM.

II. **Board of Directors:**

	Leah Brosig	President
	Donna Magill	Secretary/Treasurer
	Anita Aguilar	Member
	Richard Doane	Member
Others Present:	Brian Lady	CEO
	Priscilla Aguirre	Hospital Operations Manager
	Michelle Saucedo	Director of Nursing
	Chyna Allgood	Public

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

IV. **Approval of February 28, 2023 Board Meeting Minutes**
Anita Aguilar made a motion to approve the February minutes as presented. Richard Doane seconded the motion. All were in favor, 4-0.

V. **Business Items:**

A. Monthly performance improvement/QA monitors
Michelle Saucedo informed the Board that she picked up a new PI, which is Med Recs for Nursing. Quality is now discussed in staff and department head meetings and the process has begun of getting all employees on Action Cue, so they can participate in QA.

B. Billing & Revenue Cycle Management
Priscilla Aguirre explained the revenue cycle reports including the aging analysis and departmental service report.

C. Financial Statement and Accounts Payable
Mr. Lady reported that the hospital collected $618,000 in cash for February with total expenses of $831,705. Reporting for both the $100,000 received for the RHC Covid-10 Testing and Mitigation Program and $93,471.13 and $262,501.10 relief payments for period 4 are in process. An IGT of $72,256 was paid in February for uncompensated care and the $212,955.41 will be received in March. The cost report settlement of about 1 million dollars will be deposited in the next couple of months.

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

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

F. Review and Approval of CCH Organizational/Departmental established Policies
Mrs. Aguirre explained that every department has a policy manual. In the past, these were in the binders that were brought to the Board meeting, but now the manuals have been transitioned and uploaded into Policy Stat. She explained that CMS requires the Board to be responsible for the review and approval of the policies annually. All changes have been brought to the policy committee and to Board meetings monthly. Donna Magill made motion to approve the CCH Organization/Departmental established policies. Richard Doane seconded the motion. Motion passed 4-0.

G. Review and Possible Approval of Investment Policy
Mr. Lady reminded the Board that they had already approved moving up to a quarter of a million dollars out of low interest CDs to other investment options with UBS. The policy states that the investment of funds shall be handled as its highest public trust investment shall be in a manner that provides maximum security of principal through limitations and diversifications and 4 objectives are safety of principal, liquidity, diversification and yield with yield being least important. Anita Aguilar made a motion to approve the investment policy. Mr. Doane seconded the motion. Motion passed 4-0.

H. Approval to move forward with Financing of infrastructure
The lift station and pump on the west of the golf course is not sufficient and doesn't have enough horse power that it needs and the hospital will have to replace the pump. A smaller lift station will also need to be placed on the hospital's property. One of the issues the hospital has with financing is that no lender will lend out money for equipment that somebody else owns or controls. Mr. Lady contacted an attorney, Mr. Bass, on suggestions and recommendations on how to approach the city on this. The total bill comes out to $1,096,811. If the hospital decides just to do the lift stations and pumps for now, the cost would be $375,000. Mrs. Magill made a motion to move forward with the financing for purchasing of the lift stations and pumps for $375,000. Mr. Doane seconded the motion. Motion passed 3-1 with Mrs. Aguilar opposing.

VI. **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 6:05pm. The Board came out of Executive Session at 6:29pm with no action taken.

VII. **Chief Executive Officer's Report**
A. Meeting with USDA – They are now bundling private lenders with the USDA .

B. Employee Retention Tax Credit update – Melanie has some questions out to the group that is consulting the hospital in applying for the Employee Retention Tax Credit.

C. **RTLS** – RTLS is the contract tracing program. It is almost operational with all the access points and sensors put up. It will tract every piece of equipment or employee in the hospital.

D. **Recruiting** – There are still several open positions. The advertising for these positions will be more aggressive.

VIII. **Executive Session**
The Board went back into executive session at 6:32pm.

IX. **Action from Executive Session**
The Board came out of executive session at 6:54pm. There was no action from executive session.

X. **Adjournment**
Mrs. Magill made a motion to adjourn the meeting at 6:54pm. Mr. Doane seconded the motion with all in favor.

Leah Brown
CCH Board Pres.

Date 5-26-2023