

**CONCHO COUNTY HOSPITAL DISTRICT
MEETING MINUTES**

**STATE OF TEXAS
COUNTY OF CONCHO**

1. Call to Order

The Concho County Hospital Board of Directors met in Eden, Texas at the Concho County Hospital Dining Room on May 26, 2020 at 5:37 PM.

Board of Directors:	Brent Frazier	President
	Leah Brosig	Vice President
	Eric Sanders	Secretary/Treasurer
	Julie Cox	Member
	Mary Castanuela	Member
	Richard Doane	Member
	Ricky Thomas	Member
Others Present:	Brian Lady	CEO
	Priscilla Aguirre	Hospital Operations Manager
	Melanie Lozano	Finance Manager
	Chris Beard	Chief Nursing Officer

2. Open Forum for Public Comment

There was no comment from the public.

3. Approval of April 2020 Minutes

Ms. Brosig made a motion to approve the April minutes as presented. Mr. Doane seconded the motion. The motion passed 7-0.

4. Billing & Revenue Cycle Management

Mrs. Aguirre stated that the billing and revenue cycle reports for April were mailed with the board packets. She informed the Board that maintenance had 75 work loads at the start of the period and had a completion percentage of 85.3% for the month of April. She then went through the aging analysis report and pointed out that the self pay class has the highest balance. Mrs. Aguirre explained that the last report was the revenue dash board report, and she would answer any questions. Ms. Brosig commented that the outstanding charges were down to zero. Mrs. Aguirre replied that usually all charges are entered monthly, but occasionally they have to wait for documentation from the locum physicians.

5. **Monthly Performance Improvements/QA Monitors**

Chris Beard stated that 100% review is done on all ER, inpatient, observation, swingbed, detox and treatment room records. There were 72 ER records for the month and zero in hospital infections reported. On QA surveillance, antibiotics prescribed for the month was 28.40% up from 19.57% last month. Temperatures are being checked at the door once a day and any kind of respiratory illness is being reported.

6. **Financial Statement and Accounts Payable for April 2020**

Mrs. Lozano stated that she had received an email from the auditors just before the meeting began with the final audit reports, and they were asking how many bound copies of the report were needed. Mr. Frazier, Mrs. Castanuela, Ms. Brosig and Mrs. Cox all stated that they would like a copy of the report. Mrs. Lozano then went on to explain the financial summary for the month of April. Cash increased for April, as a result of a large swingbed payment, and other revenue of \$249,125 which included a stimulus payment of \$130,009.41. For the month of April, the cash exceeded expenses; however, expenses are still higher than cash for the year. She also pointed out to the Board that the hospital received \$580,600 from the Payroll Protection Program, and the amount is included in the cash balance, but is not listed as revenue because it is considered a loan. Emergency room and outpatient encounters decreased in April because of the lockdown. The hospital only had 72 ERs for the month compared to the average of 120. This also resulted in the decrease in patient revenue.

7. **Resolution to adopt Concho County Reinvestment Zones**

Mr. Lady explained that the resolution had already passed, but was coupled with another motion, and our attorney requested a separate, signed Resolution, which was presented to the Board. Ms. Brosig made a motion to adopt Concho County Reinvestment Zones No. 3-2A and No. 4-2B Galloway as a resolution, Mr. Doane seconded the motion. Passed 7-0. Mr. Frazier and Mr. Sanders signed the Resolution.

8. **Approval of Policies**

Mr. Lady presented the Security Management plan that was recommended by CCH's Cyber Security Assessment Consultant. Ms. Brosig made a motion to approve the Security Management Plan with changes to add Concho County Hospital instead of "Your Name" throughout the document. Mr. Thomas seconded the motion. Motion passed 7-0.

9. **Staff Appointments**

There were no staff appointments needing approval at this time.

10. **Administrator's Report**

- Mr. Lady informed the Board of monies received by the hospital:
 - \$ 84,617 SHIPCOVID (April)
 - \$130,009.41 US HHS Stimulus (April)
 - \$3,000 ASPR Grant (April)
 - \$580,600 Payroll Protection Program (April)
 - \$2.9 million US HHS Stimulus (May)
 - \$930,000 Cost report receivable (May)

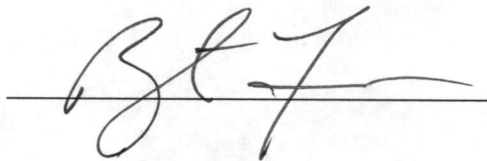
- The final questions have been answered for the capital improvement grant. The clinic parking lot will be started soon. The price to renovate the nursing station and dining room was higher than expected at an estimated \$300,000 because of the removal of asbestos. Instead of making those changes, some aesthetic work will be done to the nursing station and work will be done on the lighting in the hallways. The parking lot at the hospital will be resealed, and Mario has filled the large hole with limestone.
- The hospital is still under Phase 2 because of the Coronavirus.
- The clinic is back to taking new patients.
- Mr. Lady passed out the CEO evaluations and asked the Board members to mail in or bring back the completed evaluations.

11. **Executive Session**

Mr. Frazier asked Mr. Lady if there was a need to Executive Session at this meeting. Mr. Lady replied that no Executive Session was needed.

12. **Adjournment**

With no further business Mr. Frazier said he would entertain a motion to adjourn. Ms. Brosig made a motion to adjourn the meeting at 6:01pm. Mr. Thomas seconded the motion, with everyone in favor.



Date 6/23/20

Concho County Hospital

Policy Committee

Board Summary

Meeting Minutes

26 May 2020

The meeting of the CCH Policy Committee was called to order at 1020 on 26 May 2020 by Angela Regalado

Present: Brian Lady, Dr. Horne, Chris Beard, Priscilla Aguirre, Angela Regalado, Victoria Ramirez

All policies emailed out to members –

New Business:

Administration :
Security Management Plan-

The objective of this policy is to provide safety and security for all patients, visitors, personnel and property of CCH and off-site facilities

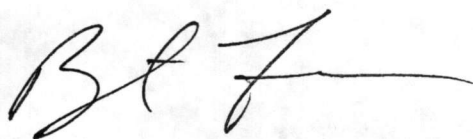
Policy passed committee pending personalization of document -

Adjournment

Meeting was adjourned @ 1100 a.m. on 22 May 2020 by Angela Regalado.

Respectively Submitted,

Angela Quiroz-Regalado R.T.



**RESOLUTION AND ORDER OF THE
CONCHO COUNTY HOSPITAL DISTRICT
BOARD OF DIRECTORS ADOPTING
CONCHO COUNTY REINVESTMENT ZONEZ
No. 3-2A and 4-2B-GALLOWAY**

WHEREAS, on the 26th Day of May, 2020, came on to be considered the adoption, ratification and approval by the Concho County Hospital District Board of Directors of an amended reinvestment zone, as authorized by Chapter 312 of the Texas Tax Code, for purposes of economic development, and

WHEREAS, previously, on December 10, 2019, the Concho County Commissioners Court, also acting pursuant to Chapter 312 of the Texas Tax Code, created two new Reinvestment Zones, specifically Concho County Reinvestment Zones No. 3-2A, and No. 4-2B, which increases the territory of the original Galloway Reinvestment Zone No. 2-Galloway, a copy of the legal description and map of the same attached hereto and incorporated herein by reference, and

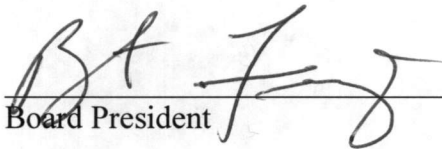
WHEREAS, the geographic territory included within the County of Concho, and the Concho County Hospital District are identical, contiguous and co-extensive, and

WHEREAS, it is the judgment of the Board of Directors of the Concho County Hospital District that adoption of the same boundaries for the territory eligible for tax abatement by the County of Concho and the Concho County Hospital District is prudent, efficient, and more readily administered by the Concho County Appraisal District, it is

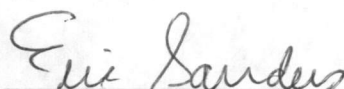
THEREFORE, ORDREED, ADJUDGED AND DECREED that the Concho County Hospital District, acting by and through its Board of Directors after due notice, as required by law, does hereby Resolve that the District is eligible to participate in tax abatement within said zone, as defined by this Resolution and Order, and does hereby Adopt, Ratify and Approve the boundaries of the Concho County Reinvestment Zone No. 3-2A and No. 4-2BGalloway, as a

reinvestment zone to be utilized by the Concho County Hospital District for purposes of economic development by way of tax abatement.

Adopted this 26th Day of May, 2020.


Board President

Affirm


Board Secretary