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 Eden Public Library Conference Room on July 28, 2020 at 5:31 PM.

Board of Directors:	Leah Brosig	Vice President
	Eric Sanders	Secretary/Treasurer
	Julie Cox	Member
	Richard Doane	Member
	Ricky Thomas	Member
	Mary Castanuela	Member

Others Present:	Brian Lady	CEO
	Priscilla Aguirre	Hospital Operations Manager
	Melanie Lozano	Finance Manager
	Lindee Pyle	ADON

2. **Open Forum for Public Comment**
There was no comment from the public.

3. **Approval of June 2020 Minutes**
Mr. Doane made a motion to approve the June meeting minutes. Mr. Thomas seconded the motion. The motion passed 5-1.

4. **Monthly Performance Improvements/QA Monitors**
Lindee Pyle stated that she did not have anything new and different to share as far as QA goes, and no new PI projects were started this month. For infection control, there were no nosocomial infections for the month of June. With no questions asked, Mrs. Pyle left the meeting.

5. **Billing & Revenue Cycle Management**
Mrs. Aguirre stated that the 3 reports were presented in the packet, and she would answer any questions the Board has. Mr. Sanders asked why there was a negative amount under the clinic billing. Mrs. Aguirre answered that those amounts were copays being paid for clinic visits. The charge master has just been completed, and once the clinic becomes approved by Medicare to be a Rural Health Clinic, the claims can be billed. Mr. Sanders asked if that

included other insurance as well. Mrs. Aguirre replied that the clinic has to have a Medicare number before it can move forward with credentialing any of the other payers.

6. **Financial Statement and Accounts Payable for June 2020**
Mrs. Lozano relayed to the Board that there wasn't an amount listed for the pharmacy encounters on the Financial Summary report. She stated that she did not have that amount until after she mailed the packets, and the Board could fill the amount in as 3,092. She stated that numbers are gradually improving with the state opening back up again, and that the hospital received $144,954 in UC money this month. For the month of June, the expenses exceeded cash, but for the year cash exceeds expenses mostly because of stimulus and cost report monies received. Mrs. Castanuela asked what the donation for $3,500 was. Mrs. Lozano answered that she believed it was a check from either the solar or wind energy companies, but she would have to verify once she gets back to the office. Mrs. Castanuela asked about the amount in the past filing deadline account. Mrs. Aguirre answered that she believes the claims were awaiting something from the physician, but she would check and report at the next meeting.

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

8. **Approval of Policies**
There were no policies needing approval for this meeting.

9. **Administrator's Report**
   - Covid Funding and Projects - Mr. Lady stated that the hospital has submitted all documentation for the Covid SHIP funding that was received. A time frame of 4 quarters is being allowed to spend the money, and the hospital has already used the money. Another round of stimulus money may be issued out; however, it is unsure whether the hospital will be receiving any.
   - Coronavirus Update - The average age of hospitalized patients for Coronavirus in Tom Green and Abilene counties combined is 73.2 years. Of those, the primary diagnosis is obesity and secondary is heart disease or COPD. The average age of tested positive patients is 63. Testing supplies and turnaround times have gone down drastically. They had been up to 13-14 days and now are down to 3-4 days. The hospital continues to screen employees and patients as they come in. There were about 10 employees that were either positive or exposed, but all are back to work after being symptom free and testing negative. Everyone inside the hospital is required to wear a mask. Agency nursing groups are being used to cover the shifts of the employees who were out on leave.
   - Concho Medical Clinic Update - The clinic continues to see new patients every day and are averaging about 10 patients a day. The parking lot looks great and complements are being received.
   - New Hospital Project – Data has been received from the feasibility study, and the hospital needs to show a little increase every year on the tax rate. Covid has had a significant impact on all the services we provide, but no lay offs have been made. A marketing plan is being implemented to educate the public about CCH's Swing Bed Program. .

- Board Evaluations – Mr. Lady will be emailing the Board evaluations individually to each Board member. The evaluation will consist of a self evaluation and an evaluation of the Board all together.

10. **Executive Session**
The Board went into Executive Session at 5:49pm.

11. **Action from Executive Session**
The Executive Session ended at 6:15pm. There was no action from Executive Session.

12. **Adjournment**
Mr. Doane made a motion to adjourn the meeting at 6:15pm. Mrs. Cox seconded the motion, with everyone in favor.

______________________ Date 8/25/2020