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 August 25, 2020 at 5:30 PM.

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

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

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

3. **Approval of July 2020 Minutes**
   Ms. Brosig made a motion to approve the July meeting minutes with suggested corrections by Mr. Lady. Mr. Doane seconded the motion. The motion passed 6-0.

4. **Monthly Performance Improvements/QA Monitors**
   Lindee Pyle was not available to attend this meeting, but Mrs. Aguirre stated that she could answer any questions the Board had on the PI/QA reports. With no questions, the Board moved on to the next agenda item.

5. **Billing & Revenue Cycle Management**
   Mrs. Aguirre informed the Board on admission stats for the month of July. She also went through the work orders for the maintenance department. Mrs. Castanuela asked about the $164 collected in July for inpatient cash on the financial summary. Mrs. Lozano answered the amount of probably a patient making a payment due to the fact that there was only 1 patient day for June. Mrs. Castanuela asked if the clinic had received their numbers for billing. Mrs. Aguirre responded that the survey should be completed in the next couple of

weeks. Due to Covid, the survey is being conducted virtually. Mrs. Aguirre explained the HCAHPS survey that is being sent out to patients.

6. **Financial Statement and Accounts Payable for July 2020**
   Mrs. Lozano went over the Financial Summary for the month of July 2020. She explained the Hospital didn't receive much from inpatient collections, but observation collections were higher this month. She also stated that the hospital received $458,870 in other revenue which were from a lump sum adjustment from Novitas and a DSRIP payment. Mrs. Castanuela asked what the Covid Write Off amount was. Mrs. Aguirre answered that since the hospital received Covid income, the balance left from testing cannot be billed to the patient.

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. **Approve and Sign RAC Attestation**
   The RAC Attestation form was passed out and reviewed by the Board members. Ms. Brosig moved to approve the current RAC Attestation. Mr. Thomas seconded the motion, passed 6-0. All Board members present signed the form.

10. **Schedule Budget and Tax Rate Public Hearings.**
    Mr. Frazier explained that the tax value went from 275 million to 369 million, and the no-new-revenue (NNR) rate is 0.205698. The tax rate set by the hospital last year was 0.2750. The times and dates for the tax rate and budget public hearings were set at 5pm and 5:15pm on September 22, 2020. The regular scheduled board meeting will follow.

11. **Review for Approval UVC 1140 Robotic Sanitizer**
    Mr. Lady passed out flyers with information on the UVC 1140 Robotic Sanitizer. He stated that now the hospital is using some handheld UV lights. He said if we purchase one, and we are satisfied with it, we could purchase more later for other buildings. The hospital has money that was received from Covid funding that can be used for this purchase. The price is about $43,000 per unit. Mr. Doane made a motion to purchase the UVC 1140 Robotic Sanitizer. Ms. Brosig seconded the motion. Passed 6-0.

12. **Administrator's Report**
    - <u>Covid Funding and Projects</u> – Bids will be going out in the paper for the following projects: renovating nursing station, patient screening area on the west end of the hospital, and a covered testing area at the clinic. Mr. Lady is also looking at purchasing a drug dispensing system and contact tracing system. He stated that he is looking into copper handle replacements throughout the hospital. The 2 negative air flow rooms will be repaired. The units in those rooms are both very old. Clorox 360s are handheld sprayers that sanitize with a dry bleach. The hospital has purchased some, but they are on back order at this time. The hospital is pretty well stocked with PPE at this time, and it is being stored in the new temperature controlled storage building behind the hospital.

- West Texas THT SORH Virtual Board Education – Mr. Lady stated that he will be getting the link out to the Board members for the THT SORH Virtual board meeting.
- Concho Medical Clinic Update – A report of the clinic will soon be part of the monthly meeting.
- New Hospital Project – The preliminary round of the feasibility study doesn't look great because the hospital is not able to use all the revenue it's made in the past 5 years.

13. **Executive Session**
The Board went into Executive Session at 6:25pm.

14. **Action from Executive Session**
The Executive Session ended at 7:25pm. There was no action from Executive Session.

15. **Adjournment**
Mr. Thomas made a motion to adjourn the meeting at 7:26pm. Ms. Brosig seconded the motion, with everyone in favor.

____________________ Date 9/22/2020