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 January 28, 2020 at 5:32 PM.

Board of Directors:	Brent Frazier	President
	Leah Brosig	Vice President
	Mary Castanuela	Member
	Richard Doane	Member
	Julie Cox	Member
Others Present:	Brian Lady	CEO
	Priscilla Aguirre	Hospital Operations Manager
	Melanie Lozano	Finance Manager

2. **Open Forum for Public Comment**
   Mrs. Lozano stated that she would like to complement the nursing staff. Her daughter was brought to Concho County Hospital in early December with an asthma attack and Dr. Horne, Dr. Papillion and all the nursing staff took very good care of her. She also wanted to complement the Dietary Staff, because when her daughter was well enough to eat, she requested pizza, and they made her a pizza.

3. **Call for Election**
   Leah Brosig made a motion to call for election in May for the seats of Precincts 1, 2, 3 and 4 on the Concho County Hospital Board. Richard Doane seconded the motion. Motion passed 5-0.

4. **Approval of December 3, 2019 Minutes**
   Mr. Doane made a motion to approve the December 3, 2019 minutes as presented. Mrs. Brosig seconded the motion. The motion passed 4-0 with Mrs. Cox abstaining from voting.

5. **Monthly Performance Improvement/QA Monitors**
   Mr. Lady stated that Chris Beard fell ill today and could not be present to discuss the monthly performance improvement/QA Monitors. Mr. Frazier tabled this discussion for next meeting.

6. **Billing & Revenue Cycle Management**
Mrs. Aguirre presented the billing and revenue cycle management reports from November and December to the Board. She stated that there is a difference in revenue from November to December and unfortunately the majority of the revenue was private pay. Mr. Frazier asked if any of those will be charity care. She stated that PARO performed their last sweep of our accounts, and we will get results soon. Mrs. Brosig asked how much of the outstanding charges can still be recouped. Mrs. Aguirre explained that most of those charges are deficiencies that the 3rd party coding company is waiting for. Mrs. Castanuela stated that the observation hours were higher in December. Mrs. Aguirre replied that we had 3 authorization denials for inpatient stays, and those were converted to observation stays.

7. **Financial Statement and Accounts Payable for Nov/Dec 2019**
Mrs. Lozano pointed out to the Board that November was a very bad revenue month for the Hospital resulting in a loss of $339,361. Factors contributing to the loss were lower volume meaning less charges, no extra income and expenses ran higher. In December, the patient days increased and the result was a profit of $188,603 for the month, but the Hospital still shows a loss for the year at $278,255. The profit was mostly because of district tax money coming in and an annual wind energy payment of $113,000. She then went through the Financial summary and explained that cash has dropped and expenses are exceeding cash through December.

8. **Staff Appointments**
The Board tabled this item due to Chris Beard being ill.

9. **Approval of Policies**
There were no policies needing approval at this time.

10. **Approval of Digital Radiology Contract**
Mr. Lady presented a quote from Shimadzu Medical Systems to digitize the Hospital's current radiology equipment. He stated that the current equipment is GE and 3 companies offered quotes. The Shimadzu quote was picked because of their ability to better serve rural areas. Mrs. Brosig made a motion to accept the contract with Shimadzu as presented. Mr. Doane seconded the motion, passed 5-0.

11. **Administrator's Report**
- Mr. Lady requested that the Board schedule a time to get their picture taken for the Hospital lobby.
- The house renovation is just about completed. The Clinic has some touch ups that need to be addressed, and the parking lot needs work.
- The Open House has been scheduled for Concho Medical Clinic on February 27th from 4pm to 7pm. A Facebook page has been set up to promote the Clinic via social media.
- An Internal Strategic Planning Committee has been created to help make the Hospital more of a Regional Provider rather just an ER with inpatient beds.

- The Hospital started with about 14 physicians covering the ER when the contract began with Flint Medical Staffing. There will now be 6 that will provide regular coverage for the ER which includes Dr. Horne and Dr. Papillion.

12. **Executive Session**
The Board went into Executive Session at 5:58pm to discuss strategic planning.

13. **Action from Executive Session**
The Board came out of Executive Session at 6:20pm There was no action from Executive Session.

14. **Adjournment**
Mrs. Brosig made a motion to adjourn the meeting at 6:20pm. Mrs. Castanuela seconded the motion, with everyone in favor.

______________________ Date 2/25/2020