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 Health and Wellness Center on June 25, 2019 at 5:33 PM.

Board of Directors:	Brent Frazier	President
	Leah Brosig	Vice President
	Richard Doane	Member
	Mary Castanuela	Member
	Ricky Thomas	Member
Others Present:	Brian Lady	CEO
	Priscilla Aguirre	Hospital Operations Manager
	Melanie Lozano	Finance Manager
	Rob Houser	Cal-Tech
	Edna Carnine	Public

2. **Open Forum for Public Comment**
   Edna Carnine stated that she wanted to ask questions about the new hospital. Mr. Frazier told her she could ask her questions, but the Board would not be able to address any of her questions. To get her questions addressed she could be asked to be placed on the agenda for next meeting. She stated that she would just sit and listen.

3. **Presentation, Discussion & Approval of Cal-Tech Contract**
   Rob Houser gave a brief presentation of where the hospital was before Cal-Tech and now. Before Cal-Tech began working with the hospital, there were no backups, hardware was outdated and the results of a cyber security assessment was quoted by the surveyor as, "the worst he'd ever seen." Now our servers are hosted at Cal-Tech's data center, and if our servers crash there is a guarantee to have everything back up within 4 hours. The latest cyber security assessment has the hospital in the top 2-2 ½ % in the nation. Mr. Lady stated that the contract with Cal-Tech is up for renewal. Mrs. Castanuela asked Mr. Houser if he had the amounts of the contract with him. Mr. Houser did not as they were in process of being updated, but stated he could get it to them by the next meeting. The board decided to table the approval of the Cal-Tech contract for the July meeting.

4. **Approval of May 2019 Minutes**
Mrs. Castanuela asked about the sentence that stated that the public hearing ended at 5:59 in line #5, and if that should be removed. Mr. Frazier informed her that the public hearing was separate from our regular meeting, and the times had to be mentioned in the minutes. With no more questions, Ms. Brosig made a motion to approve the May minutes as presented, and Mr. Thomas seconded the motion. Motion passed 5-0.

5. **Monthly Performance Improvement/QA Monitors**
The Board reviewed the Performance Improvement/QA Monitors report for the month. Mr. Frazier asked what the 6 issues were in the ER? Mrs. Aguirre said she believed it had to do with signatures, but would verify that for him. With no other questions, the board went on to the next agenda item.

6. **Billing & Revenue Cycle Management**
Mrs. Aguirre presented the reports for billing and revenue cycle management, and stated that the maintenance app is working well and helping keep us in compliance.

7. **Financial Statement and Accounts Payable for May 2019**
Mrs. Lozano stated that the hospital had a loss of $49,896 for May 2019. Revenue was low for the month, and she informed the Board that this year we have 209 patient days to date and last year we were at 335 patient days. The low census results in lower revenue. Mrs. Castanuela asked if we have a sleep room? Mr. Lady answered that we do have a room, but we do not have a physician that refers to sleep. Mrs. Aguirre stated that we have done HSTs (the home studies.) Mrs. Castanuela had a question about the past filing date, authorization denial and non covered charges adjustments. Mrs. Aguirre stated that there were deficiencies in the physician charting which were discharge summaries that were not received. The non covered charges are mostly lab test ordered in ER and Swing Bed meds. Mrs. Castanuela also asked why dietary consultant has gone up from last year? Mrs. Aguirre stated that we have a consultant, who is a Certified Food Service Manager, that is working on policies and procedures for Dietary. Mrs. Castanuela also asked why Maintenance Wages have doubled for the month compared to last year. Mrs. Aguirre stated that last year the hospital was without a maintenance supervisor from March to July that is why the number last year was lower. Mr. Lady advised Mrs. Castanuela that when reviewing financials she should look at both the current month and year-to-date results in order to keep it in perspective.

8. **Update Bank Signature Cards for Eden & Paint Rock Banks**
Mrs. Lozano stated that Heather McCulloch and Jack Hernandez were still on the bank signature cards, and they needed to be updated. Mr. Thomas made a motion to remove Heather McCulloch and Jack Hernandez from the signature cards, and add Leah Brosig to the Paint Rock signature cards and Eric Sanders to the Eden signature cards. Mr. Doane seconded this motion, passed 5-0.

9. **Annual Review of Policies**
Mrs. Aguirre presented the board with the current policy manuals for all departments, updating the board of any changes to each manual.

10. **Discussion and Approval of AirMed Care Contract**
The AirMed contract is up for renewal for the year. The annual amount hasn't changed and is $17,900 for the year. The Board suggested we advertise the AirMed Care service more through Facebook and the hospital website, so the residents of Concho County are informed of this service that is being provided. Ms. Brosig made a motion to approve the Air Med Care contract for the upcoming year. Mr. Doane seconded the motion, passed 5-0.

11. **Administrator's Report**
Mr. Lady informed the Board that the Texas Healthcare Trustees Conference was coming up. The conference will be at the JW Marriott Resort in San Antonio this year. Forms were handed out to the board members, and those who planned on attending the conference or participating in the golf tournament were asked to fill out the forms and return to the hospital to get registered. Rooms have already been reserved.

Mr. Lady spoke about the RHC training he attended in Nashville last week. He stated that the training was very beneficial and time well spent.

The 4th of July (CCH Kaboom) festivities are coming up. Jacoby's food truck will be selling burgers for $5 each with the hospital paying the difference.

Mr. Lady updated the Board on the Hospital's new Rural Health Clinic and Dr. Papillion's status. She is on schedule to get her license by the time she gets here. Signage will be going up to direct people to the location of the hospital and the upcoming clinic. The clinic will be a facility based clinic to begin with until the Rural Health Clinic designation is received.

Mrs. Castanuela asked if the clinic was going to be a sliding fee schedule clinic like Frontera. Mr. Lady responded that it would not, but that sliding scale is only one of the ways to assist patients with payment. She then asked if patients will get their pharmacy prescriptions at a discount? Mr. Lady answered that patients would continue to receive the discount if they still qualify. Mrs. Castanuela then asked what he meant by "qualify", and continued on to state that Eugene Rodgers told her that as long as you use one of Frontera's physicians you would get that medication at a discount. Mr. Lady said to qualify you have to be completely uninsured. Mr. Lady then told her that patients on the 1115 Waiver Diabetes Program can get insulin and testing supplies for little or no cost, but that is a different program than the 340B Program about which Eugene Rodgers was discussing with her. The Diabetes program funding ran out 2 years ago, but we have continued it as a benefit to the community. Mr. Lady informed her that the 340b program was for people without insurance. Mrs. Castanuela then gave an example of when she was prescribed a medication by her specialist and Mr. Rodgers informed her that it was going to cost her well over $1,000, but if she would have one of Frontera's physicians prescribe it, she would get it at a discount, and Mrs. Castanuela has taken advantage of the program. Mr. Doane replied that is why the pharmacy was losing money on some scripts, because you can't give stuff away. He said that the sign for the 340B Program even says that you must qualify for the discounts. Mr. Doane then commented that he had never been offered a deal on his prescriptions and that he's always paid the full price for his at the pharmacy when he goes to Frontera. The Board went into a short recess at 6:28pm. The Board came back in session at 6:32pm.

12. **Executive Session – Personnel Items**
The Board went into Executive Session at 6:33pm to discuss personnel items.

13. **Action for Executive Session**
The Board came out of Executive Session at 6:45pm with no action taken from Executive Session.

14. **Adjournment**
Mr. Doane made a motion to adjourn the meeting. The motion was seconded by Ms. Brosig, passed 5-0. The meeting adjourned at 6:45pm.

Eric Sanders ____________________ Date 8-27-2019