# CONCHO COUNTY HOSPITAL DISTRICT
# MEETING MINUTES

**STATE OF TEXAS**
**COUNTY OF CONCHO**

I. **Call to Order**
The Concho County Hospital Board of Directors met in Eden, Texas at the Concho Medical Clinic - East, Lobby on November 22, 2022 at 5:30 PM.

II. **Board of Directors:**

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| **Board of Directors:** | Leah Brosig | President |
| | Brent Frazier | Vice President |
| | Donna Magill | Secretary/Treasurer |
| | Anita Aguilar | Member |
| | Wade Ellison | Member |
| | Richard Doane | Member |
| **Others Present:** | Brian Lady | CEO |
| | Priscilla Aguirre | Hospital Operations Manager |
| | Melanie Lozano | Finance Manager |
| | Michelle Saucedo, RN | QA/Trauma Manager |
| | Leuda Black | Public |
| | Barbara Hooten | Public |
| | Sunny Sifuentes | Public |
| | Lacye Crumpton | Public |
| | Johna Williams | Public |
| | Paula Duwe | Public |
| | Kimberly Ebeling | Public |
| | Max Ebeling | Public |
| | Windy Billebault | Public |

III. **Open Forum for Public Comments (limited to 5 minutes each)**
Paula Duwe spoke that it is the Board's responsibility to see that the medical team is provided a safe place to work to keep their focus on life and death situations. She asked that the decisions they make tonight be based on providing the best healthcare in a safe, unhostile environment. Johna Williams spoke for the pharmacy and how efficient that have been for herself and her husband. They are the best that she has ever dealt with. Mr. and Mrs. Ebeling are concerned how the pharmacy will continue to service the community as the current pharmacy staff leave.

IV. **Executive Session**
The Board went into Executive Session at 5:42pm pursuant to Section 551.074 of the Texas Government Code to deliberate a personnel matter and review investigation results related to complaints against CEO.

V. **Action from Executive Session**

The Board came back into regular session at 6:07pm. Mr. Frazier made a motion to approve the letter discussed in Executive Session be sent out to employees. Mr. Doane seconded the motion with everyone in favor. Ms. Brosig made the following statement, "We the Board of Directors of Concho County Hospital District acknowledge that the investigation into Mr. Lady's conduct is now complete. Each person that contacted HR regarding a complaint or supportive statement will receive a certified letter to their home address. This is about the investigation and I thank you for bringing it forward. A very lengthy and in depth investigation did not find any of Mr. Lady's actions or comments to be intentionally harassing; however, to the extent that Mr. Lady's actions and or comments may have made others feel uncomfortable, that has been addressed and documented. Mr. Lady will be required to take an NHRA training course. Concho County Hospital will be hiring a full-time HR employee. The hiring of the HR individual is so that valued staff that have been utilized for these HR tasks in the past can be utilized into the positions that were originally trained and hired for. This action is not meant to criticize those that have acted the role for Concho County Hospital, but it is an attempt to better stream line behaviors of all staff and supportive for the healthier work environment as we move forward with our dreams and plans to serve the community as our mission states. We the Board of Directors, are unified in this decision and we ask that the community and employees, past and present, please put these unfortunate events behind you and come together in a positive approach to the future of Concho County and Concho County Hospital District."

VI. **Approval of October 2022 Board Meeting Minutes**

The October 2022 meeting minutes will be tabled for next meeting.

VII. **Business Items:**

**A. Monthly performance improvement/QA monitors**

Michelle Saucedo stated that she started a new PI for medication reconciliations needing 2 nurse verifications this point on for every admission. Trauma PI is about 75% in October and majority of her charts reached 100%.

**B. Billing & Revenue Cycle Management**

Priscilla Aguirre presented the October billing & revenue cycle reports to the Board. Mr. Frazier asked how the prison billing is going. She replied that it is taking some time to get payment, but the office is at least getting the documentation needed for billing in a timely manner, so it has improved.

**C. Financial Statement and Accounts Payable**

Melanie Lozano informed the Board that October was not a good month for the hospital showing a loss of $261,668. There was a UC payment of $350,352 received this month that helped offset a greater loss. There were only 12 patient days for October and hardly any inpatient cash was received. Total expenses were $1,083,295 and total cash collected was $834,040. The loss is a result of an increase in expenses and lack of patient revenue.

**D. Review and Approval of Policies**

There were no policies needing approval at this meeting.

**E. Staff Appointments**
There were no staff appointments needing approval at this meeting.

**F. Review of Open Meetings Act**
Leah Brosig asked that all Board members review the Open Meetings Act to refresh their minds. She asked that Board members present to her the documentation of the completion of the course.

**G. Distribute Confidentiality Forms**
Ms. Brosig informed members that all will need to sign a Board member confidentiality form for board activities.

VIII. **Chief Executive Officer's Report**

**A. Update on Projects** – The hospital is still in works with the city to determine how to integrate the lift stations in order to get water and sewer to the western boundary of the property to begin construction of the nursing home. He has met with a builders on the housing for staff. USDA is currently in pursuit of projects, but he doesn't want to use USDA right off the bat.

**B. Campus Planning Report** – Currently at a stand still until word is heard from the city.

**C. Recruiting** – Several full-time positions have been signed for positions needing to be filled. A pharmacist has been signed today and they will be here next week. Nurse practitioners have been used at the clinic for walk in appointments. Still looking for a full-time or part-time psychiatrist to broaden the reach in behavior health.

**D. Other** – The medical staff bylaws are being updated and changed. Ms. Brosig asked if home service and delivery option will still be available for the pharmacy. Mr. Lady replied that all change has it's bumps in the road, but the delivery option will still be available.

IX. **Executive Session**
There was no need for another Executive Session.

X. **Action from Executive Session**

XI. **Adjournment**
Mrs. Magill made a motion to adjourn the meeting at 6:27pm. Mr. Ellison seconded the motion with all in favor.

Leah Brosig

Date Jan 24, 2023