CONCHO COUNTY HOSPITAL DISTRICT

MEETING MINUTES

STATE OF TEXAS

COUNTY OF CONCHO

1.) Call to Order

The Concho County Hospital District Board of Directors met in Eden, Texas at the Concho Medical Clinic Lobby, 551 Eaker Street, on Tuesday, September 23, 2025, at 5:33 p.m. Regular Meeting

2.) Roll Call & Attendance

Board Members

Julie Jones, President

Rosa Schreiber, Vice President

Brandi Gloria, Member

Anita Aguilar, Member

Stephaine Jones, Absent

Priscilla Aguirre, Absent

Other Present

Sheri Lowe, HR Manager & Admin Assistant

Robert A. Pascasio, Interim CEO

Sunny Sifuentes, Lab Manager

Amanda Wahmann, Clinic Manager

Mackinze Hopkins- Rad Manger

Deborah Fort

Camille Davis

Will Martin, Remote CFO- Via Teams

Denise Pufal, Remote CFO-Via Teams

3.) Public Comments

Camille Davis emphasized the importance of appropriate pay for on-call staffing, highlighting the personal cost of time spent away from family. Davis expressed concern that a significant reduction in on-call compensation could lead to staff departure. She also stated that if such changes were implemented, she would not return to her part time PRN position, in the laboratory following her maternity leave.

4.) Board Minutes

a. June 24, 2025 Regular Meeting

b. July 9, 2024 Called Meeting/ Budget Workshop

c. July 22, 2025 Budget Hearing

d. July 22, 2025 Regular Meeting

e. August 7, 2025 Called Meeting

f. August 18, 2025 Tax Rate Hearing

g. August 26, 2025 Regular Meeting

Motion to approve (E, F, G), as presented, with the following correction to Item #15: the pay amount should read "$24,000." Motion by Anita Aguilar, seconded by Rosa Schreiber. Vote: 4–0 in favor. Motion passed.

5.) Finance Report

Remote CFO Will Martin presented the monthly financial statements to the board. Mr. Martin provided a detailed overview of the financials and addressed several questions related to Accounts Payable (AP) and Accounts Receivable (AR) disbursements. All questions from board members were addressed during the discussion.

Chair Julie Jones requested a motion to accept the Finance Report as presented. Rosa Schreiber made the motion, seconded by Brandi Gloria. Vote: 4–0 in favor. Motion passed.

6.) CEO Report

CEO Pascasio presented the report as included in the board meeting packet and offered to answer any questions from the board. Questions regarding the 340 B program recertification were asked, CEO Pascasio stated that it has been successfully completed. CEO Pascasio shared that we have teamed up with Eden CISD and Concho County to provide a "mini health fair" and offer flu shots. Chair Julie Jones requested a motion to approve the FY2025 HIPAA Risk Assessment. Motion made by Brandi Gloria, seconded by Rosa Schreiber. Vote: 4–0 in favor. Motion passed unanimously.

7.) Discuss, consider and take action on, if necessary, FY2022/2023 Audits

The audits have been distributed to the board for review. CEO Pascasio asked if there were any questions or concerns to be addressed. He emphasized the importance of approving the audits in order to proceed with the 2024 audit process

Chair Julie Jones requested a motion to approve the 2022 and 2023 audits in order to proceed with the 2024 audit process. The motion also included authorization for Chair Julie Jones and CEO Pascasio to sign the audit and engagement letters. Motion made by Rosa Schreiber, seconded by Anita Aguilar. Vote: 4–0 in favor. Motion passed unanimously.

8.) Discuss, consider and take action on, if necessary, Acquisition of Ct & Maintenance Service:

CEO Pascasio and Imaging Director Mackinze Hopkins addressed the board, reminding them that the current CT unit was acquired under a five-year lease agreement in 2017, which matured in 2022. They presented several options for moving forward and reviewed the pros and cons of each. Administration recommended purchasing the unit through a three-year payment plan, which is expected to cost approximately $1,000 less per month than the previous lease. At the end of the term, the unit would be fully owned by CCHD. Regarding maintenance, two service options were presented. Administration and the Imaging Director recommended selecting the full-service maintenance agreement. While it comes at a higher net cost, they noted it is the most prudent choice, given the units age, if a breakdown were to occur, the cost of the new warranty would effectively pay for itself when compared to the high cost of repairing or replacing parts. Brandi Gloria made a motion to proceed with the full-service maintenance agreement and the three-year purchase plan. The motion was seconded by Julie Jones. Vote: 4–0 in favor. Motion passed unanimously.

9.) Discuss, consider and take action on, if necessary, Ad Valorem (Property) Tax Abatement Request:

CEO Pascasio reminded the board that prior to the August regular meeting, in a posted "public hearing." Garret Peters of KE Andrews gave a presentation regarding the proposed tax abatement. At this time, KE Andrews is awaiting a response from the CCHD Board on how it wishes to proceed. Discussion followed regarding the value of the ad valorem tax rate and whether the proposed project would move forward without the abatement. CEO Pascasio and Chair Julie Jones provided several suggestions on how CCHD might proceed. Following the discussion, Chair Julie Jones made a motion to submit a counteroffer at three times the originally requested amount. The motion was seconded by Rosa Schreiber. Vote: 4–0 in favor. Motion passed unanimously.

10.) Discuss, consider and take action on, if necessary, SBA Disaster Opportunity

CEO Pascasio informed the board of a potential funding opportunity through the Small Business Administration (SBA), related to the disaster declaration for Concho County in July. He explained that SBA is offering disaster relief loans with terms of up to 30 years and amounts up to $1 million. CEO Pascasio requested board approval to proceed with the application process, noting that while the application deadline is April 2026, applying earlier may improve CCHD's chances of securing funding to address urgent needs. A motion to approve CEO Pascasio to move forward with the SBA loan application was made by Anita Aguilar and seconded by Brandi Gloria. Vote: 4–0 in favor. Motion passed unanimously.

11.) Discuss, consider and take action on, if necessary, Staff On- Call Compensation

CEO Pascasio shared with the Board that the appointed committee had met, reviewed the existing policy, and submitted a recommendation for the Board's consideration. Administration recommends the following adjustments and clarifications to the staff on-call policy:

On-Call Hours: Monday–Friday: 7:00 AM to 7:00 PM. Weekend coverage: Begins Saturday at 7:00 AM and continues through Monday at 7:00 AM. Radiology and Laboratory had been receiving a compensation of $450 per day on the weekends; the new recommendation is to adjust it to $400. Nursing On-Call: Nursing staff to be on-call 24 hours a day, 365 days a year. Compensation for nursing on-call is to be set at $5.00 per hour, 24/7. If called in, a minimum of 1 hour of pay at the applicable rate will be provided. Response Time Requirements: On-call staff must be available to report for duty: Within 15 minutes for ancillary departments. Within 30 minutes for nursing staff. All staff must report in a condition suitable to perform their duties satisfactorily.

Discussion and exchange among board members regarding the policy, compensation, and implementation logistics. Some concerns were raised regarding the feasibility and financial impact, as well as operational enforcement. A motion was made by Brandi Gloria, second by Julie Jones to approve the proposed changes as recommended and revisit the policy in six months to evaluate its effectiveness and adjust if necessary. Vote: 3 in favor 1 against: Motion did not pass.

12.) Discuss, consider and take action on, if necessary, Open Bank Account (s)

CEO Pascasio provided an update regarding the organization's banking relationship with First Financial Bank. He explained that due to the Board's prior decision not to proceed with the loan application from First Financial, staff had placed a hold on opening new accounts. As a result, the organization has yet to establish a formal banking relationship with First Financial Bank. CEO Pascasio emphasized the importance of moving forward with setting up new accounts, regardless of the loan, in order to establish a long-term banking relationship for operational and financial purposes. After discussion, the Board agreed on the need to proceed with opening the necessary bank accounts with First Financial Bank. A motion was made by Chair Julie Jones to authorize CEO Pascasio to move forward with opening bank account(s) with First Financial Bank, in alignment with the organization's financial needs and policies. Seconded by Rosa Schreiber. Vote: 4-0. Motion passes unanimously.

13.) Discuss, consider and take action on, if necessary, Policy Statements

CEO Pascasio informed the Board that the organization (CCHD) is actively addressing operational and compliance needs across all departments. As part of this effort, updates have been made to certain of the organization's policy statements. Notable updates include Compliance Officer: The existing policy has been updated to formally list Deborah Fort as the designated Compliance Officer. Medical Policies: The AMA (Against Medical Advice) and Pronouncement of Death policies were reviewed and approved by the Medical Staff. PHC Program Policies: A group of policies required under the PHC Program were reviewed and presented by the program team for Board consideration. Following discussion, a motion was made by Anita Aguilar to approve the updated and newly reviewed policy statements as presented. The motion was seconded by Brandi Gloria. All in favor – Motion passed unanimously with a 4-0 vote.

Chair Julie Jones moved the meeting into Executive Session at 7:24 pm

The Board returned to the Open Session at 7:57pm

14.) Discuss, consider and take action on, if necessary, Eden EMS Correspondence

It was agreed to authorize CEO Pascasio to respond to the Eden EMS correspondence and to explore alternative options. Motion was made by Bradi Gloria, second by Rosa Schreriber motion passed unanimously with vote 4-0

15.) Discuss, consider and take action on, if necessary, Medical Staff Report

Approved as presented and discussed, including providers' credentials as recommended by the Medical Staff. Motion by Bradi Gloria, seconded by Chair Julie Jones. Motion passed unanimously, 4–0.

20.) Discuss, consider and take action on Future Board Meeting Dates- November & December 2025, Holidays.

Item was tabled for the next meeting.

21.) Adjourn

There being no further business to discuss, a motion to adjourn the meeting was made by Brandi Gloria second by Rosa Schreriber. The meeting was adjourned at 8:00 p.m. The motion passed unanimously with a vote of 4–0.

Julie M. Jones 10/29/2025

Concho County Hospital Board President **Date**