

MINUTES
BOARD OF DIRECTORS
MEDINA COUNTY HOSPITAL DISTRICT

July 22, 2024

TIME AND PLACE:

The Medina County Hospital District Board of Directors met in regular session on Monday, July 22, 2024, at 6:30 p.m. at the Medina Regional Hospital Boardroom, 3100 Avenue E., Hondo, Texas.

PRESENT:

Tim Hardt, President
Tony Johnson, Secretary
Carlton “Corky” E. Young, DVM, Vice President
Judy Winkler, Director
Zachary Windrow, MD, Director
William “Bill” Bain, Director
Mary Mangold, Director

Billie Bell, Chief Executive Officer
Kevin Frosch, Chief Financial Officer
Rebecca Deen, Chief Nursing Officer
Ashley Lowe, Chief Operating Officer
Marc Strode, Methodist Healthcare System
Louisa Cuellar, Executive Assistant/Recording Secretary

ABSENT:

GUEST:

Andres Duran, Chief Executive Officer – Dimmit Regional Hospital
Eli Lainhart, VP of Information Technology – Medina Healthcare System
Brandon Haby, Facilities Superintendent – Medina Healthcare System

1. **CALL TO ORDER AND RECORD OF ATTENDANCE** Mr. Hardt called the meeting of the Medina County Hospital District Board of Directors to order at 6:30 p.m. He stated for the record that the Board of Directors has seven members with seven members present, representing a quorum.
2. **PUBLIC COMMENT** There were no members of the public present.

CONSENT AGENDA

3. **CONSIDER APPROVAL OF MINUTES**
A. Regular Session of June 24, 2024 The Minutes from the Board Meeting of June 24, 2024, were approved as presented in the Board Packet.
4. **CONSIDER APPROVAL OF CHIEF NURSING OFFICER’S REPORT** Ms. Deen reported the following: Cody Keller joined Medina Healthcare System as the Imaging Director and Radiation Safety Officer. Kelly Long, Speech Language Pathologist, completed a Modified Barium Swallow program. Sasha Sanchez, Imaging Referral Clerk, completed the noncertified radiologist technician (NCT) program. All the ED RNs have completed the Trauma Nurse Core Course. The Hospital Consumer Assessment of Healthcare Providers and Systems (HCAHPS) scorecard was presented. In 9 out of 10 measures, MHS percentage was the same or higher than the Texas and National average. Maternal services continue to see a steady volume, averaging 12 deliveries per month and average of 31 triages within the last six months. Medina

Regional Hospital was a recipient of the Medina Electric Empowerment grant. The funds have been utilized to purchase a point of care device for the Medical Surgical Department. The Health Resources and Services Administration (HRSA) and the Assistant Secretary for Preparedness and Response (ASPR) jointly sponsored a program to donate ventilators from the Strategic National Stockpile (SNS) to selected hospitals. Medina Regional Hospital was selected and received a total of three transport ventilators to assist in managing critical patients. On July 18th, Ms. Deen attended the quarterly Sexual Assault Response Team (SART) meeting.

5. **CONSIDER APPROVAL OF CHIEF OPERATING OFFICER'S REPORT**

Ms. Lowe reported the following: Contract Agency Physician Assistant, Eddie Gelber, is providing coverage in the clinics until August 23rd. This will provide flexibility in the schedule while recruiting for full time providers. Jordan Adams has joined Medina Healthcare System as a full time Pediatric Physician Assistant and will be providing services at all three rural clinics. Mary Ramos, Nurse Practitioner, has accepted the full time Devine Clinic provider position and will replace our contract physician assistant, August 26th. With the recruitment of Ms. Ramos, our general practice provider need has been fulfilled.

Dr. Jorge Munoz, Gastroenterologist, met the team in July and will start September 1st. Dr. Munoz will be in the OR on Tuesdays and Thursdays and in the Clinic on Mondays and Wednesdays.

Dr. Ian Thompson, Urologist, was in Hondo for a final review of the clinical space. He has been provided with an agreement for review. He will be here on Fridays and will offer ER consultation 24/7.

Ms. Lowe met with Dr. Garcia, Cardiologist, in July to continue to cultivate the planning of cardiology at Medina.

Orthopedic specialty continues to be a focus for development. Dr. Gerken is only at the Castroville Specialty clinic once a month and has a backlog on the Castroville schedule. The volume warrants the need for additional providers. Ms. Lowe has met with the administrative team for Dr. Brandon Stein, Hand Surgeon/Generalist Orthopedics, on his growth in the area. Dr. Stein has repeatedly expressed an interest in collaborating with Medina Healthcare System.

Connection with the Physician Relations team at Methodist Westover Hills has begun to ensure we work collaboratively on the patient needs in this area.

TORCH Clinically Integrated Network update was provided. Medina Healthcare System entered into an agreement with ChartSpan for Chronic Care management support and streamlining services. Main Street update was provided. The Vaccine Confidence Grant provided through TORCH concluded this month.

Weekend Clinic continues to stay consistent with volume; as of July 14th, the clinic has seen a total of 1,189 patients. Tricia Roachat, Nurse Practitioner, will begin providing services in August.

The Call Center received 14,296 calls in June. Dropped calls totaled 840. The service level was 94%. Trends are staying consistent at goal.

6. **CONSIDER MEDICAL STAFF REPORT**

Dr. Windrow commented there are no issues/concerns to report on behalf of the medical staff.

7. **CONSIDER PUBLIC CORRESPONDENCE REPORT**

Mr. Johnson presented the public correspondence report for the month of July. There were 8 questionnaires returned from patients after receiving care at MHS. There were no negative comments.

MOTION

Mr. Bain made a motion to approve the Consent Agenda. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

8. **MOTION TO AMEND THE AGENDA – CONSIDERATION AND APPROPRIATE ACTION ON THE PURCHASE OF A**

MOTION

Ms. Winkler made a motion to amend the agenda. Dr. Young seconded

VOTE

The motion passed unanimously.

**NEW ACL TOP 350
CTS SYSTEM
ANALYZER**

MOTION

Dr. Young made a motion to purchase a new ACL TOP 350 CTS System Analyzer. Ms. Mangold seconded

VOTE

The motion passed unanimously.

**9. DISCUSS PLANNED
IT UPGRADES
RESULTING FROM
THE STATE OFFICE
OF RURAL HEALTH
IT INFRASTRUCTURE
GRANT AWARD**

Mr. Lainhart, VP of Information Technology, provided a brief overview of the IT infrastructure upgrades resulting from the State Office of Rural Health IT Infrastructure grant award.

No action taken. Informational only.

**10. CONSIDERATION
AND APPROPRIATE
ACTION ON
GENERATOR
OPTIONS**

Mr. Haby provided a brief report on the generator options.

No action taken. Informational only.

**11. CONSIDERATION
FOR FUTURE
ACTION OF
DRAINAGE OPTIONS
FOR MEDINA
HEALTHCARE
SYSTEM**

Mr. Haby provided a brief report on the drainage options.

No action taken. Informational only.

**12. CONSIDER CHIEF
EXECUTIVE
OFFICER'S REPORT**

Ms. Bell reported the following: Total Laboratory Tests and Total Outpatient Labs graphs were presented. Medina Healthcare System has implemented a new employee service award program and has invested in new software and equipment. Strong revenue for MRI studies continues since the installation of the new MRI machine. Ms. Bell, John Henderson, and three rural hospital CEO Board Members will be in Washington, DC July 29-August 1 to meet with congressional leaders and advocate for rural hospitals. Federal legislative updates were provided. Community Marketing updates were presented. Summer Town Hall sessions took place last week.

MOTION

Ms. Winkler made a motion to approve the CEO report as presented in the Board packet. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

**13. CONSIDER FINANCE
REPORT**

Dr. Young asked if any of the Board members had any questions or concerns from the Finance Committee Meeting. There were no changes to the finance report presented by Mr. Frosch.

A. Consider approval of the June 2024 Financial Report

MOTION

Dr. Young made a motion to approve the Financial Report for June 2024 as presented during the Finance Committee meeting. Mr. Johnson seconded.

VOTE

The motion passed unanimously.

**14. CONSIDERATION
AND APPROPRIATE
ACTION REGARDING
THE CERTIFICATE OF**

Mr. Frosch presented a brief overview of the TexPool Investment Certificate of Resolution Authorizing Participation in the TexPool Investment Pools and Designating Medina County Hospital District CEO, Billie Bell, and CFO, Kevin Frosch, as authorized representative.

**RESOLUTION
AUTHORIZING
PARTICIPATION IN
THE TEXPOOL
INVESTMENT POOLS
AND DESIGNATING
MEDINA COUNTY
HOSPITAL DISTRICT
CEO, BILLIE BELL,
AND CFO, KEVIN
FROSCH, AS
AUTHORIZED
REPRESENTATIVE**

MOTION

Dr. Young made a motion to approve the Certificate of Resolution Authorizing Participation in the TexPool Investment Pools and Designating Medina County Hospital District CEO, Billie Bell, and CFO, Kevin Frosch, as authorized representative. Mr. Bain seconded.

VOTE

The motion passed unanimously.

**15. CONSIDERATION
AND APPROPRIATE
ACTION REGARDING
THE TEXPOOL
INVESTMENT POOLS
PARTICIPATION
AGREEMENT**

Mr. Frosch presented a brief overview of the TexPool Investment Pools Participation Agreement.

MOTION

Ms. Winkler made a motion to approve the TexPool Investment Pools Participation Agreement. Ms. Mangold seconded.

VOTE

The motion passed unanimously.

**16. DISCUSS AND
APPROPRIATE
ACTION ON A
RESOLUTION TO
APPROVE UP TO
\$1.2M FOR NEW
ADMINISTRATION
BUILDING
RENOVATIONS**

Ms. Bell presented a request for authorization to approve up to \$1.2M for new administration building renovations.

MOTION

Mr. Bain made a motion to approve a certificate of resolution authorizing Billie Bell, CEO, to approve up to \$1.2M for new administration building renovations. Ms. Winkler seconded.

VOTE

The motion passed unanimously.

**17. DISCUSS BUDGET
AND TAX CALENDAR**

The Budget and Tax Calendar was reviewed and discussed. There were no changes to report. Informational only. No action taken.

**18. CONSIDERATION
AND APPROPRIATE
ACTION REGARDING
ORDER OF ELECTION
AND NOTICE OF
ELECTION**

Ms. Bell commented that the Order of Election and Notice of Election are required to be posted during elections.

MOTION

Ms. Winkler made a motion to approve Order of Election and Notice of Election for Medina County Hospital District as presented in the Board packet. Ms. Mangold seconded.

VOTE

The motion passed unanimously.

**19. PRESENTATION OF
THE CONTRACT FOR
ELECTION SERVICES
WITH THE MEDINA
COUNTY ELECTIONS
DEPARTMENT**

Ms. Bell presented the contract with the Medina County Elections Department. The contract outlines the commitment of the Medina County Hospital District to pay their share of the cost for the election cycle if the election is not cancelled. The estimated cost for the November 5, 2024, Joint General Election will be \$18,000.00.

MOTION

Mr. Johnson made a motion to approve the Contract for Election Services with the Medina County Elections Department as presented in the Board packet. Dr. Young seconded.

VOTE

The motion passed unanimously.

20. **CONSIDERATION AND APPROPRIATE STAGE I OF THE MEDINA HEALTHCARE SYSTEM CAMPUS SIGNAGE** Ms. Bell presented a request to proceed with Stage I of the Medina Healthcare System Campus signage.
- MOTION**
- Ms. Mangold made a motion to approve proceeding with Stage I of the Medina Healthcare System Campus signage as presented in the Board packet. Ms. Winkler seconded the motion.
- VOTE**
- The motion passed unanimously.
21. **CONSIDERATION AND APPROPRIATE ACTION ON THE PURCHASE OF A NEW CT SCANNER** Ms. Bell presented a brief overview of the new CT Scanner capabilities that will improve the services provided to patients.
- MOTION**
- Mr. Bain made a motion to approve the purchase of a new CT Scanner as presented in the Board packet. Ms. Winkler seconded the motion.
- VOTE**
- The motion passed unanimously.
22. **REVIEW OF THE 2024 COMMUNITY NEEDS ASSESSMENT SUMMARY** Ms. Bell presented a summary of the 2024 Community Needs Assessment.
- No action taken. Informational only.
23. **ANNUAL REVIEW OF THE MEDINA HEALTHCARE SYSTEM'S PHYSICIAN EMPLOYMENT POLICY (ADM.022.2) – NO CHANGES** Ms. Bell mentioned that this is an annual review of the policy and there have been no changes made since the last Board approval.
- MOTION**
- Ms. Mangold made a motion to approve the Medina Healthcare System's Physician Employment policy (ADM.022.2) as presented in the Board packet. Dr. Young seconded.
- VOTE**
- The motion passed unanimously.
24. **ANNUAL REVIEW OF THE MEDINA HEALTHCARE SYSTEM'S EMPLOYED PHYSICIAN MEDICAL DECISION MAKING POLICY (HR.001.01) – NO CHANGES** Ms. Bell mentioned that this is an annual review of the policy and there have been no changes made since the last Board approval.
- MOTION**
- Mr. Bain made a motion to approve the Medina Healthcare System's Employed Physician Medical Decision Making Policy (HR.001.01) as presented in the Board packet. Dr. Windrow seconded.
- VOTE**
- The motion passed unanimously.
25. **CONSIDERATION AND APPROPRIATE ACTION REGARDING 2024 Q2 BOARD OF DIRECTORS EXPENSE REPORT** Mr. Hardt reviewed the expense reports for the second quarter of 2024. There were no changes.
- MOTION**
- Ms. Winkler made a motion to approve the 2024 Q2 Board of Directors Expense Report as presented in the Board packet. Ms. Mangold seconded.
- VOTE**
- The motion passed unanimously.

26. CONSIDERATION AND APPROPRIATE ACTION REGARDING OB RN MEDICAL SCREENING AUTHORIZATION – CHANGES

Ms. Deen reported there have been changes to the OB RN Medical Screening Authorization report since the last Board approval; four nurses were added, and one was removed.

MOTION

Dr. Young made a motion to approve the OB RN Medical Screening Authorization as presented in the Board packet. Mr. Johnson seconded the motion.

VOTE

The motion passed unanimously.

27. CONSIDERATION AND APPROPRIATE ACTION REGARDING CREDENTIALING OF BOTH ALLIED AND COURTESY STAFF – NO EXECUTIVE SESSION REQUIRED

Ms. Bell presented the Allied and Courtesy Staff members that are due for appointment, reappointment, or retirement of privileges from the Medina Healthcare System.

MOTION

Ms. Winkler made a motion to approve the credentialing of both Allied and Courtesy Staff as presented in the Board packet. Dr. Young seconded the motion.

VOTE

The motion passed unanimously.

28. EXECUTIVE SESSION

The Board of Directors of Medina Regional Hospital District did not go into Closed Session, this date July 22, 2024.

29. CONSIDER ANY NECESSARY ACTION FROM EXECUTIVE SESSION

30. NEXT BOARD MEETING

August 26, 2024

31. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:55 p.m.



Tim Hardt, President



Tony Johnson, Secretary