Notice of Regular Meeting of the Board of Directors
Chambers County Public Hospital District No. 1
5:30 P.M. January 28, 2020
Bayside Community Hospital Conference Room
Agenda

1. **Call to Order**
   a. Confirmation of a quorum.
   b. Invocation.
   c. Introduction of Guest.
   d. Review and Approve Minutes of Previous Meeting(s) – November 21, 2019 Meeting.

2. **Public Comment**-Speakers must sign in to speak. There is a three (3) minute time limit. At this time, any person with business before the Board of Directors not scheduled on the agenda may speak to the Board. This is a time for the Board to receive comments from the public, but not a discussion. No response by the Board is necessary and no formal action can be taken on these items at this meeting.

3. **Executive Session:** Section 551.078; Discuss and Consider Medical Staff Reports and Quality Assurance/Process Improvement Reports.
   a. Medical Staff QAPI Report
   b. Hospital QAPI Report
   c. Galleria and Tomball 5 Star Quality Report
   d. Galleria and Tomball QIPP3 Quality Metrics Tracking Report
   e. Galleria and Tomball QAPI Review Summary
   f. Credentials
   g. Miscellaneous

4. Take Action, if necessary, regarding Executive Session Items

5. Discuss, Consider and Take Action on, if necessary, Financial and Statistical Reports
   a. Chambers County Public Hospital District No. 1

Consent Agenda

6. Review and Approve Committee Reports
   a. Compliance Report
   b. Budget Amendments
   c. Miscellaneous
   d. Liens for non-payment
   e. Benchmarking Program
   f. Safety Committee

7. Review and Approve Operational Reports
   a. Chambers Community Health Center, Inc. (FQHC) Operations
   b. Wellness Center at Bayside Operations
   c. Contract Review

8. Administrative Reports
   a. CEO's Monthly Update Report.
   b. Galleria/Stoneybrook Residence and Rehabilitation Center Financial Report

Old Business

9. None.

New Business

10. Discuss, Consider and Take Action on, if necessary, Annual Review of the Board Composition and Succession Plan.

11. Discuss, Consider and Take Action on, if necessary, Annual Review of the CEO Succession Plan.

12. Discuss, Consider and Take Action on, if necessary, Annual Review of Bayside Healthcare Foundation Bylaws.

13. Discuss, Consider and Take Action on, if necessary, Annual Review of Bayside Community Hospital Auxiliary Bylaws.

14. Discuss, Consider and Take Action on, if necessary, Annual Review of Chambers Community Health Centers, Inc. Bylaws.

15. Discuss, Consider and Take Action on, if necessary, Annual Review of the Critical Access Hospital Evaluation.

16. Discuss, Consider and Take Action on, if necessary, Annual Review of Competency Report.

17. Discuss, Consider and Take Action on, if necessary, Ratification of Phone/Email Votes on: 1) Main Water Line Replacement; 2) Windstorm and Hail Insurance; 3) Directors and Officers Insurance for Chambers County Public Hospital District; and 4) Auto Insurance.

18. Discuss, Consider and Take Action on, if necessary, Capital Request-Radiology Workstations.

19. Discuss, Consider and Take Action on, if necessary, Order of Election.

20. Discuss, Consider and Take Action on, if necessary, Resale Offer for Parcel 25951 & 25959.

21. Miscellaneous.

22. **Executive Session, if necessary –**

Section 551.085: Certain Deliberations by the Governing Board of a Public Hospital.
Section 551.074: Personnel Matters.
Section 551.072: Deliberations about Real Property.
Section 551.071: Consultation with Attorney.
Pursuant to Subchapter D of the Texas Open Meetings Act, this Board reserves the right to discuss in Executive (Closed) Session, such matters, and subjects as are allowed under law.

23. Take Action, if necessary, regarding Executive Session.

24. Other.

25. Adjournment.

The next Board Meeting is scheduled for Tuesday, February 25, 2020, at 5:30 p.m. in the Conference Room at Bayside Community Hospital.

Submitted by: Ann Newton Administrative Assistant

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Recorded

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS FOR CHAMBERS COUNTY PUBLIC HOSPITAL DISTRICT NO. 1 HELD IN THE BAYSIDE COMMUNITY HOSPITAL CONFERENCE ROOM ON JANUARY 28, 2020, ANAHUAC, CHAMBERS COUNTY TEXAS BEGINNING AT 5:44 P.M.

A Regular Meeting of the Board of Directors of the Chambers County Public Hospital District No. 1 was conducted in the Bayside Community Hospital Conference Room, Anahuac, Texas on Tuesday, January 28, 2020 beginning at 5:44 p.m. with the following Directors present:

Marcia Smith, Secretary;
Leslie Turner, Director;
Mike Manders, Director;

Pursuant to a Notice under the Open Meetings Act duly filed and posted a full 72 hours prior to the opening of said meeting (a copy of being placed amongst the files of the District).

Also present were Steven Gularte, CEO; Ann Newton, Administrative Assistant; Kaley Smith, MHA, Clinics Executive Director; Nellie Lunsford, Director of Compliance & Education; Janice Jircik, Director of Wellness Center at Bayside; Peggy Hamilton, CFO; Christi Morris, RN, FNP-C, DON; Anthony Capili, MD, Chief of Staff; Sue Hawthorne, The Progress; Rick Groves, IT Contractor; Eric Humphrey, AISD.

The meeting was called to order by Secretary Smith and it was determined that a quorum was present. Director Manders gave the invocation.

Previous Minutes: A motion was made by Director Turner and seconded by Director Manders to approve the minutes of November 21, 2019 regular meeting. Motion carried unanimously.

Executive Session: The Board of Directors met in closed Executive Session under Section 551.078 at 5:45 o'clock p.m.

Open Session: The Board of Directors returned to Open Session at 6:05 o'clock p.m.
A motion was made by Director Turner and seconded by Director Manders to approve the Medical Staff Quality Assurance Performance Improvement report as presented. Motion carried unanimously.
A motion was made by Director Turner and seconded by Director Manders to approve the Hospital Quality Assurance Performance Improvement report as presented. Motion carried unanimously.
A motion was made by Director Turner and seconded by Director Manders to approve the Galleria and Tomball QIPP 3 Quality Metrics Tracking Report as presented. Motion carried unanimously.
A motion was made by Director Turner and seconded by Director Manders to approve the appointments of Vijay Mittal, MD, Andres Martin, MD to Consulting Staff Gina Bracco, PT to Allied Health Professional, Veronica Zavala Carraway, PA-C to Courtesy Staff and the re-appointments of Nicholas Fontenot, RPH to Allied Health Professional and Jose Spencer, MD, Jeffrey Zatorski, MD, Mudassir Shafi, MD, Kee Wee, MD, Madelyn Vuong, MD, Hai Nguyen, MD, Larry Grissom, MD, Ralph Norton, MD, Maryanne Tran, MD, Robert Scholl III, MD, David Olifant, MD, Chandra Katragada, MD, Ravi Bikkina, MD, Nguyen Nguyen, MD, Muzammil Shafi, MD to Consulting Staff as recommended by the Medical Staff. Motion carried unanimously.

Financial and Statistical Reports – Chambers County Public Hospital District No. 1: Mrs. Hamilton informed the Board.

- Reporting the first quarter.

- Balance Sheet – over $8 million in cash which is nearly $1.8 million more than this time last year.
- Taxes are coming in.
- Accounts Receivable – is $3.2 million, this is a slight increase compared to the year-end balance.
- Patient Revenue – is good and is exceeding budget.
- Miscellaneous Income – the numbers look funny due to the IGT's
- Expenses – are unfavorable to budget which is derived from the clinics, much if not all of the higher expenses are associated with new grants which we will receive.

A motion was made by Director Manders and seconded by Director Turner to approve the Financial and Statistical Reports as presented. Motion carried unanimously.

Consent Agenda: A motion was made by Director Turner and seconded by Director Manders to approve the Consent Agenda as presented. Motion carried unanimously.

OLD BUSINESS: None.

Annual Review of the Board Composition and Succession Plan: A motion was made by Director Manders and seconded by Director Turner to approve the Board Composition and Succession Plan as presented. Motion carried unanimously.

Annual Review of the CEO Succession Plan: A motion was made by Director Turner and seconded by Director Manders to approve the Annual Review of the CEO Succession Plan as presented. Motion carried unanimously.

Annual Review of Bayside Healthcare Foundation Bylaws: A motion was made by Director Manders and seconded by Director Turner to approve the Annual Review of Bayside Healthcare Foundation Bylaws as presented. Motion carried unanimously.

Annual Review of Bayside Community Hospital Auxiliary Bylaws: A motion was made by Director Turner and seconded by Director Manders to approve the Annual Review of Bayside Community Hospital Auxiliary Bylaws as presented. Motion carried unanimously.

Annual Review of Chambers Community Health Centers, Inc. Bylaws: A motion was made by Director Manders and seconded by Director Turner to approve the Annual Review of Chambers Community Health Centers, Inc. Bylaws as presented. Motion carried unanimously.

Annual Review of the Critical Access Hospital Evaluation: A motion was made by Director Turner and seconded by Director Manders to approve the Annual Review of the Critical Access Hospital Evaluation as presented. Motion carried unanimously.

Annual Review of Competency Report: A motion was made by Director Manders and seconded by Director Turner to approve the Annual Review of Competency Report as presented. Motion carried unanimously.

Ratification of Phone/Email Votes on: 1) Main Water Line Replacement; 2) Windstorm and Hail Insurance; 3) Directors and Officers Insurance for Chambers County Public Hospital District; and 4) Auto Insurance: A motion was made by Director Turner and seconded by Director Manders to approve the Ratification of Phone/Email Votes on: 1) Main Water Line Replacement; 2) Windstorm and Hail Insurance; 3) Directors and Officers Insurance for Chambers County Public Hospital District; and 4) Auto Insurance as presented. Motion carried unanimously.

Capital Request-Radiology Workstations: The three computer workstations, two at Bayside Community Hospital and one at West Chambers Medical Center, operate the imaging systems. The current computers are 4 years old and were due to be replaced in 2021. However, the decision by Microsoft to not support Windows 7 is forcing us to upgrade now to computers with proprietary hardware and software that is Windows 10 compatible and enables us to maintain HIPAA compliance and other security measures. Recommendation is to replace three computer workstations in Radiology with proprietary software and hardware compatible with the Radiology equipment and imaging systems from Merry X-ray Corporation at a cost of $20,420.00.

A motion was made by Director Manders and seconded by Director Turner to approve the replacement of three computer workstations in Radiology with proprietary software and hardware compatible with the Radiology equipment and imaging systems from Merry X-ray Corporation at a cost of $20,420.00. Motion carried unanimously.

Order of Election: A motion was made by Director Turner and seconded by Director Manders to approve the Order of Election as presented. Motion carried unanimously.

Resale Offer for Parcel 25951 & 25959: A motion was made by Director Turner and seconded by Director Manders to approve the Resale Offer for Parcel 25951 & 25959 as presented. Motion carried unanimously.

Miscellaneous: Secretary Smith thanked Bayside Community Hospital and the employees for the care of her Father-in-Law. She said that the staff was very considerate and respectful.

Executive Session: The Board of Directors met in closed Executive Session under Section 551.072 at 6:40 o'clock p.m.

Open Session: The Board of Directors returned to Open Session at 6:59 o'clock p.m. No action taken.

Adjournment: A motion was made by Director Turner and seconded by Director Manders to adjourn the meeting at 7:00 o'clock p.m. The motion carried unanimously.

APPROVED this the 25th day of February, 2020.

Theresa Greco
MARIAN WHITLEY, CHAIRMAN
BOARD OF DIRECTORS

Marcia Smith
MARCIA SMITH, SECRETARY
BOARD OF DIRECTORS