

**Notice of Regular Meeting of the Board of Directors
Chambers County Public Hospital District No. 1
9:00 A.M. May 26, 2021
Bayside Community Hospital Conference Room
Agenda**

- **Call to Order**
 - a. Confirmation of a quorum.
 - b. Invocation.
 - c. Introduction of Guests.
 - d. Review and Approve Minutes of Previous Meeting(s) – April 22, 2021
- **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.**

Consent Agenda

- Review and Approve Committee Reports
 - a. Compliance Report
 - b. Safety Committee
- Review and Approve Operational Reports
 - a. Chambers Community Health Center, Inc. (FQHC) Operations
 - b. Wellness Center at Bayside Operations
 - c. Contract Review
- Administrative Reports
CEO's Monthly Update Report
 - a. Employee Survey
 - b. Employee Forum PPT
 - c. 2021 Strategic Plan
 - d. US Department of Health & Human Services Regulation Update
 - e. Competitive Bidding Process
 - f. 1115 Waiver Rescinded
 - g. Switch to Anahuac National
 - h. Call Center Update
 - i. IT Transition Plan/Director
 - j. Guns in Hospital
 - k. Barbers Hill Proposal
 - l. New Overhead Expenses
 - m. Orange, Texas
 - n. Employee Training
 - o. Dayton Progress
 - p. Mont Belvieu Plans & Renovation
 - q. Taxation
 - r. Finance Special Meeting
 - s. Kore Power
 - t. Provider Recruitment
 - u. MVV & Branding Updates
 - v. Hunter Pharmacy Services
 - w. Lab Services Mont Belvieu
 - x. Pursuit of Excellence

Old Business

None.



New Business

- Discuss, Consider and Take Action on if necessary, Financial and Statistical Reports
 - a. Chambers County Public Hospital District No. 1
 - b. HHS Announces Nearly \$1 Billion From American Rescue Plan for Rural COVID-19 Response
- Discuss, Consider and Take Action on if necessary, Converting existing \$10M Medicaid C.H.O.W. loan to an \$11M Line of Credit with Legend Bank
- Discuss, Consider and Take Action on if necessary, Lease for Dayton
- Discuss, Consider and Take Action on if necessary, Request for Proposal for Construction Build Out of Clinic Space and Renovations to Existing Space Dayton, Texas
- Discuss, Consider and Take Action on if necessary, Organizational Chart
- Discuss, Consider and Take Action on if necessary, Quality Committee Charter
- Discuss, Consider and Take Action on if necessary, Policy for Tax Abatement
- Discuss, Consider and Take Action on if necessary, Kore Power Tax Abatement
- Discuss, Consider and Take Action on if necessary, New or Revised Policies.
 - a. Quality Assessment and Performance Improvement (QAPI)
 - b. Business Associate Agreement
 - c. Basic Life Support Certification
 - d. Code Blue
 - e. Medication Administration
 - f. Patient Visitation Policy
- Discuss, Consider and Take Action on if necessary, 501c3 (Executive Session)

Executive Session, if necessary –

Section 551.78: Discuss and Consider Medical Staff Reports and Quality Assurance/Process Improvement Reports.

- a. Medical Staff QAPI Report
- b. Hospital QAPI Report
- c. Tomball QIPP 4 Quality Metrics Tracking
- d. Tomball 5 Star Rating Summary Report
- e. Tomball Quality Assurance and Performance Improvement Review Summary
- f. Credentials
- g. Miscellaneous

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.

- Considers and Take Action, if necessary, regarding Executive Session
- Other.
- Adjournment.

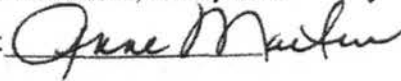
The next Board Meeting is scheduled for Thursday June 24, 2021, at 5:30 p.m. in the Conference Room at Bayside Community Hospital.


Submitted by: Ann Newton Administrative Assistant

FILED FOR RECORD IN:
Chambers County
On: 5/21/2021 11:05:06 AM
Doc Number: 2021-5405
Number of Pages: 3
Amount: 4.00
Order#: 20210521000024
By: AM



Heather H. Hawthorne, County Clerk

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 MAY 26, 2021, ANAHUAC,
CHAMBERS COUNTY TEXAS BEGINNING AT 9:10 AM**

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 Wednesday, May 26, 2021 beginning at 9:10 a.m. with the following Directors present:

Theresa Greco, Chairperson;
Marcia Smith, Vice Chairperson;
Leslie Turner, Secretary;
Geraldine Brown, Director;
Mike Emmons, 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 being placed amongst the files of the District).

Also present were William Kiefer, CEO/CNO; Paul Aslin, COO; Jay Hodges, CFO; Ann Newton, Administrative Assistant; Kaley Smith, Clinics Executive Director; Trent Krienke, Reed, Claymon & Meeker; Tommy Davis, Durbin & Company; Rachel Hisler, Community Member; Sue Hawthorne, The Progress.

The meeting was called to order by Chairperson Greco and it was determined that a quorum was present. Chairperson Greco gave the invocation.

Previous Minutes: A motion was made by Secretary Turner and seconded by Director Brown to approve the minutes of April 22, 2021 as presented. Motion carried unanimously.

Consent Agenda:

Compliance Report: Mr. Kiefer told the Board that the HR Director is working on this.

Chambers Community Health Center, Inc. (FQHC) Operations: Kaley Smith, Clinics Executive director discussed her Executive Director report, gave a provider recruitment update, and discussed the restructuring of some employees for the call center.

A motion was made by Vice Chairperson Smith and seconded by Director Brown to approve the Consent Agenda as presented. Motion carried unanimously.

Financial and Statistical Reports:

Jay Hodges, CFO informed the Board that outpatient services are strong all across the board.

Consolidated Income Statement:

- Total Patient Revenue is \$2,674,436
- Total Operating Revenue is \$1,728,233
- Total Expenses is \$1,556,485 which is up from last year, the bulk is COVID related
- Salaries & Wages are up due to bringing back ER Providers, Dr. Isaac payout, still paying 2 CEO salaries.

- Benefits are up because we are self funded and the medical claims are up, had 3 payrolls which brought the retirement expense up.
- Contract Services are up, a part of this is LabCorp which is COVID related.
- Total Net Income is \$542,384

Balance Sheet:

- Total Cash is \$13,617,894
- 323 days cash on hand
- Really good shape right now cash wise.

A motion was made by Director Emmons and seconded by Vice Chairperson Smith to approve the Financial and Statistical Reports as presented. Motion carried unanimously.

HHS Announces Nearly \$1 Billion From American Rescue Plan for Rural COVID-19 Response:

Jay Hodges informed the Board that we could possibly receive an additional \$230,000.

Converting existing \$10M Medicaid C.H.O.W. loan to an \$11M Line of Credit with Legend Bank:

Mr. Hodges told the Board that the existing Medicaid C.H.O.W. has been modified to \$11 M line of credit instead of a loan. Mr. Kiefer informed the Board that the most we would possible need would be \$12.5.

A motion was made by Secretary Turner and seconded by Director Brown to convert our existing CHOW loan with Legend Bank to a revolving line of credit with a maturity of 18 months and a interest rate of 5%, keeping the same signatories as on the original loan. Motion carried unanimously.

Lease for Dayton:

Paul Aslin, COO discussed the Lease for Dayton.

A motion was made by Vice Chairperson Smith and seconded by Secretary Turner to approve the Lease for Dayton as presented. Motion carried unanimously.

Request for Proposal for Construction Build Out of Clinic Space and Renovations to Existing Space Dayton, Texas:

Jay Hodges told the Board that we had put a Request for Proposal (RFP) in that paper but we did not receive any bids so we have to run it again.

Organizational Chart:

A motion was made by Director Brown and seconded by Secretary Turner to approve the Organizational Chart as presented. Motion carried unanimously.

Quality Committee Charter:

Mr. Kiefer told the Board that Cathy Muscat has done a great job at rolling out ActionCue. He discussed the clinic quality and said that Dr. Redman, Kaley and Blanca are doing a great job as well.

A motion was made by Director Brown and seconded by Director Emmons to approve the Quality Committee Charter as presented. Motion carried unanimously.

New or Revised Policies: a. Quality Assessment and Performance Improvement (QAPI) b. Business Associate Agreement c. Basic Life Support Certification d. Code Blue e. Medication Administration f. Patient Visitation Policy:

A motion was made by Vice Chairperson Smith and seconded by Secretary Turner to approve the New or Revised Policies: a. Quality Assessment and Performance Improvement (QAPI) b. Business Associate Agreement c. Basic Life Support Certification d. Code Blue e. Medication Administration f. Patient Visitation Policy as presented. Motion carried unanimously.

EXECUTIVE SESSION: The Board of Directors met in Closed Executive Session under Section 551.071 at 10:05 a.m.

OPEN SESSION: The Board of Directors returned to Open Session at 11:42 a.m.

A motion was made by Vice Chairperson Smith and seconded by Director Brown to authorize the hospital administration to explore opportunities to partner with a non-profit organization to expand health care services to the district.

Policy for Tax Abatement: Jay Hodges discussed the policy and told the Board to his knowledge the organization had never given an abatement before. Trent Krienke informed the Board that being a hospital district the tax abatement can only be for 10 years.

A motion was made by Vice Chairperson Smith and seconded by Director Brown to approve the Policy for Tax Abatement as presented. Motion carried unanimously.

Kore Power Tax Abatement: Jay Hodges told the Board that Kore Power started out with 400 possible places and are now down to three, Florida, Arizona and Texas. He said that Kore Power has not asked us for an abatement yet.

A motion was made by Vice Chairperson Smith and seconded by Director Brown to authorize hospital administration to negotiate the tax abatement with Kore Power. Motion carried unanimously.

Employee Survey:

- Across the board there were concerns about retaliation

Employee Forum PPT:

- One employee said that this was the first time that the employees knew any information about the organization and they had been here for 3 years
- Sent out a video vignette to the employees
- Senior Team will be doing vignettes as well
- Had some retaliation training during the employee forum
- Cindi Baldi will come and train all managers
- Board is interested in a half day session 10:00 am – 2:00 pm

2021 Strategic Plan:

- There are a lot of goals and probably about 50% are completed

US Department of Health & Human Services Regulation update:

- Gender identity regulations

1115 Waiver Rescinded:

- The Centers for Medicare & Medicaid Services rescinded the 10-year extension of Texas
- CHIRPS/TIPS are moving forward

Switch to Anahuac National Bank:

A motion was made by Vice Chairperson Smith and seconded by Director Brown to switch organization funds to Anahuac National Bank. Motion carried unanimously.

IT Transition Plan/Director:

- Paul has had several meetings with Rick to discuss the transition plan
- We are transitioning

Guns in Hospital:

- We do allow guns to be carried at our hospital
- This was approved by the Board previously

Barbers Hill Proposal:

- Meeting last week with Jay, Kaley, Paul onsite and I was on the phone
- BHISD agreed to the proposal
- Will pay for a provider \$12,500 month
- Still a lot of details to work out
- Greg Poole wants to give his employees more benefits
- Hiring some folks to make sure that this proposal goes well

New Overhead Expenses:

- Hiring more administrative staff due to everything that is going on
- Project Manager for Dayton

Orange, Texas:

- My eyes are on the future
- Orange does not have a hospital at this time
- Population of 22,000 and 82,000 for Orange County
- Any objections for me to pursue this opportunity

Employee Training:

- Outside firm to do some customer training for all staff
- Going to cost some money, I will bring proposals for approval

Dayton Progress:

- Meetings at the Administrative level
- All managers are working/helping with equipment/everything
- 9-1-21 start date unless something happens
- It is not feasible to open an imaging center in Dayton since we'll be opening one in Mont Belvieu

Mont Belvieu Plans & Renovation:

- Not selling Mont Belvieu at this time, why create a lease when we own it out right
- Kaley is working with Philo-Wilke
- Will have to complete in 3 phases so the grant will pay

Taxation:

- Jay Hodges presented information on the reduction of taxes at different levels
- The ultimate goal is to get rid of taxes totally
- Personally I think we could do a .10 cent drop which would be a good thing in the community
- William said he felt comfortable in reducing the taxes by .10 cents, this will be a \$576,482 decrease for the organization.
- If Kore Power came we would get around \$337,000 with the abatement which is easily sustainable for our healthcare system

Finance Special Meeting:

- June 11th from 3:00 pm – 5:00 pm
- Budgets for each project
- Kore Power

MVV & Branding Updates:

- Been working with Jennifer Walsh at FutureAlign
- Narrowed it down to two names: OnPoint Health and OmniPoint Med

Hunter Pharmacy Services:

- Provides our pharmacy service

Lab Services Mont Belvieu:

- Paul and Ynna are setting this up

Passed out Marketing Report for May, 2021

Pursuit of Excellence:

- In your packet

A motion was made by Vice Chairperson Smith and seconded by Director Brown to approve the appointment of Mahfoudh (Ben) Beaulieu, PA-C to Active Staff as recommended by the Medical Staff. Motion carried unanimously.

Adjournment:

A motion was made by Vice Chairperson Smith and seconded by Director Brown to adjourn the meeting at 2:20 o'clock p.m. Motion carried unanimously.

APPROVED this the 24th day June, 2021.



THERESA GRECO, CHAIRPERSON
BOARD OF DIRECTORS