

**Notice of Regular Meeting of the Board of Directors
Chambers County Public Hospital District No. 1
5:30 P.M. March 24, 2020
Wellness Center at Bayside
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) – February 25, 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 QIPP 3 Quality Metrics Tracking
 - d. Galleria and Tomball QAPI Review Summary
 - e. Credentials
 - f. 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.

Old Business

9. None.

New Business

10. Discuss, Consider and Take Action on, if necessary, Inpatient Dialysis
11. Discuss, Consider and Take Action on, if necessary, Election Date
12. Discuss, Consider and Take Action on, if necessary, Order of Election



13. Discuss, Consider and Take Action on, if necessary, Galleria IGT Program
14. Discuss, Consider and Take Action on, if necessary, Insurance Renewals
 - a. Directors and Officers – Chambers Community Health Center
 - b. Flood – Bayside Community Hospital
 - c. Privacy and Network
 - d. Commercial Property
15. Discuss, Consider and Take Action on, if necessary, Resale Off for Parcel 3629.
16. Discuss, Consider and Take Action on, if necessary, New or Revised Policies.
 - a. Blood Administration
 - b. Transfusion Reactions
17. Miscellaneous
18. **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.
19. Take Action, if necessary, regarding Executive Session.
20. Other.
21. Adjournment.

The next Board Meeting is scheduled for Tuesday, April 28, 2020, at 5:30 p.m. in the Conference Room at Bayside Community Hospital.

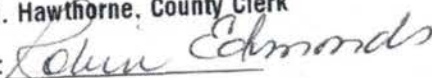


Submitted by: Ann Newton Administrative Assistant

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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 WELLNESS
CENTER CONFERENCE ROOM ON MARCH 24, 2020, ANAHUAC, CHAMBERS COUNTY
TEXAS BEGINNING AT 5:37 P.M.**

A Regular Meeting of the Board of Directors of the Chambers County Public Hospital District No. 1 was conducted in the Wellness Center Conference Room, Anahuac, Texas on Tuesday, March 24, 2020 beginning at 5:37 p.m. with the following Directors present:

Theresa Greco, Vice Chairperson;
Marcia Smith, Secretary;
Leslie Turner, Director;
Mike Manders, Director;

Absent:

Marian Whitley, Chairperson;

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 Steven Gularte, CEO; Ann Newton, Administrative Assistant, Kaley Smith, MHA, Clinics Executive Director; Jani McCoy, RN, DON; Peggy Hamilton, CFO; Anthony Capili, MD, Chief of Staff; Nellie Lunsford, Director of Compliance & Education; Janice Jircik, Director of Wellness Center at Bayside; Rick Groves, IT Contractor; Troy Beasley, RN.

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

Introduction of Guests: Introduced Troy Beasley, RN.

Previous Minutes: A motion was made by Director Turner and seconded by Director Manders to approve the minutes of February 25, 2020 as presented. Motion carried unanimously.

Public Comment: There was no public comment.

Executive Session: The Board of Directors met in closed Executive Session under Section 551.078 at 5:40 o'clock p.m.

Open Session: The Board of Directors returned to Open Session at 5:53 o'clock p.m.

A motion was made by Secretary Smith and seconded by Director Turner to approve the Medical Staff Quality Assurance Performance Improvement report as presented. Motion carried unanimously.

A motion was made by Secretary Smith and seconded by Director Turner to approve the Hospital Quality Assurance Performance Improvement report as presented. Motion carried unanimously.

A motion was made by Secretary Smith and seconded by Director Turner to approve the Galleria and Tomball QIPP 3 Quality Metrics Tracking report as presented. Motion carried unanimously.

A motion was made by Secretary Smith and seconded by Director Turner to approve the Galleria and Tomball Quality Assurance Performance Improvement Review Summary as presented. Motion carried unanimously.

A motion was made by Secretary Smith and seconded by Director Turner to approve the appointments of Clinton Ray, PA-C to Active Staff, Saeed Kahkeshani, MD, Mani Khosenjad, MD to Courtesy Staff, Ricky Herrington, RN to Allied Health Professional, Pauline Bui, MD, Voon Liaw, MD to Consulting

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

- Highlights will be short due to the COVID 19.
- Total Cash is \$11 million an increase of \$1.5 from last month \$2.5 million more than last year.
- Accounts Receivable increased by approximately \$62,000 and mainly for clinic accounts.
- Current Liabilities virtually unchanged from January.
- Net Income is \$1.4 million with \$1.3 of tax receipts.
- Patient Receivables are down but YTD we're ahead.
- Not sure where we're going at this point due to COVID 19.
- Salaries & Wages are unfavorable due to the 2% bonus paid to employees. Vice Chairperson Greco asked if we had budgeted for the 2% bonus. Mr. Gularte said that we had budgeted for it.
- Rent/Lease is up due to the rental of a dehumidifier covering four months.
- COVID 19 expenses – an account was set up to code all expenses to, this was discussed at the department head meeting. Vice Chairperson asked if we were trying to keep up with all the expenses for COVID 19 so that we can possibly receive money back. Kaley said that we had received \$60,000 from HRSA for COVID 19. Director Manders said that he had been through FEMA process before and he could help with that if need be.

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

Consent Agenda: Vice Chairperson Greco said she had read in one of the emails that the clinics were getting sprayed with disinfectant and wanted to know if other hospitals were doing this as well. Mr. Gularte said yes. Vice Chairperson asked if we were doing all facilities and if our Maintenance guys were doing the spraying. Mr. Gularte said that all facilities were being sprayed and that our guys were doing the spraying. Secretary Smith asked about the incident report in the Safety minutes. She asked if the nurse just turned the patient away. Mr. Gularte said yes that they did turn the patient away. Jani McCoy, RN, DON said that the nurses have had training on EMTALA. She said that this was a pretty big incident that she had to write up the employee. Secretary Smith asked why the patient was brought in. Jani McCoy, RN, DON said for shortness of breath. Jani said that her, Steve, and Troy were working with EMS about this case. Secretary Smith said she had heard about the incident at the Medical Staff meeting. Mr. Gularte added to his CEO Report:

- Sent pictures of the guys spraying disinfectant.
- County updates.
- Chiller replaced, it's half the size of old one and much more efficient.
- Concerns about protecting staff through this crisis. We are very low on PPE (gloves, masks, etc.) running short on supplies.
- Applied to the State.
- Staff has been being creative.
- Rick came up with some painter's masks.
- A supplier called me at home last night about the availability of PPE.
- TMSI – Vicki Pascasio is sending some n95 masks.
- Vice Chairperson Greco asked about requesting supplies from the State. Jani said that we are working on finding supplies but we just can't find any. She said that we are having to report our beds daily.
- Mr. Gularte said that in San Antonio they are giving their employees 1 mask, 1 gown and 2 pairs of gloves per shift. He said that's in the Neonatal Intensive Care Unit (NICU).

- Rick said if you know any seamstress, they can make some masks. My wife has started making them. We have some more supplies coming and should have 100's of them soon. We received the elastic today. It is very time consuming. Vice Chairperson Greco said that she would ask her Mother in Law if she would make some. Rick said that there not perfect but that will help.

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

OLD BUSINESS: None.

Inpatient Dialysis: A company approached us before the COVID 19 broke out. We would pay the company a flat fee and we could charge an additional amount. It sounds too good to be true. I have the Auditors working on it now to check the numbers. He said this is for information only. Vice Chairperson Asked if this would be done in-house and if the company would handle everything. Mr. Gularte said that they would have everything, equipment, dialysis supplies, and staff. We would handle the disposables, meals, laundry, etc. He said that this is additional revenue. Jani McCoy, RN, DON said that her and Malinda are also looking at it also because of all the new regulations.

Election Date: Mr. Gularte said that Governor Greg Abbott has authorized all political subdivisions holding general or special elections on May 2, 2020 to postpone their election to the November 3, 2020 uniform election date. Ann Newton informed the Board that she had spoken to Kim Swope and that the School District and the City is going to wait until the November 3rd election. Director Manders said that he had spoken to the County Clerk and that she said it would be better to wait until the November election. Vice Chairperson Greco said she thought we should go along with the School District and City. A motion was made by Director Manders and seconded by Director Turner to approve the Order of Election Postponement as presented. Motion carried unanimously.

Order of Election: Will be approved next month.

Galleria IGT Program: In the midst of doing the CHOW I received a call from Kevin Nolting, who is our manager between us and the nursing homes. He said that the new owners of Galleria wanted to talk with us about staying in the IGT program together. Paragon is selling all of its nursing homes in Texas and Oklahoma because they had overextended themselves and needed the cash. I met with the new owner, David Ganz, whose company name is Sky Blue Healthcare LLC. I liked what I heard and spoke to Theresa Greco about it. We decided that it was worth bringing up to the whole Board for reconsideration. Waiting one more month will not hurt anything, in fact, we will get additional dollars on the Component 2, 3 & 4 shared dollars. Director Manders asked what we owned. Mr. Gularte said we own the license not the brick and mortar. Director Manders said in general I think QIPP is good it is extra money for us. Vice Chairperson Greco said I think with the discussions that Steve had with them, I think they're turning things around. I was ready to cancel the contract but, now maybe give them a chance and maybe meet with them on a monthly basis to see how things are progressing. Secretary Smith said they would have to make big changes if they want my vote. Director Manders asked if we had recovered all of our IGT. Mr. Gularte said that we had.

A motion was mad by Director Turner and seconded by Director Manders to proceed with Sky Blue Healthcare, LLC and not unwind the relationship with Galleria Residence and Rehabilitation Center. Motion carried unanimously. Vice Chairperson Greco said that she wanted a monthly status report.

Insurance Renewals a. Directors and Officers-Chambers Community Health Center b. Flood-Bayside Community Hospital c. Privacy and Network d. Commercial Property:

- a. Directors & Officers/Employee Practices Liability Policy – Chambers Community Health Center – Recommendation is to implement the policy with Berkley Healthcare through HealthSure for the

combined Directors & Officers Liability and the Employee Practices Liability at a premium rate of \$4,918. This is a decrease of \$582 or 10.6% under last year's combined premium of \$5,500.

- b. Flood Insurance Policy-Bayside Community Hospital – Recommendation is to renew the Flood Insurance policy on the hospital property with American Bankers Insurance Company of Florida through HealthSure for the annual premium of \$6,203. This represents a \$425.00 or 7.36% increase over last year's premium of \$5,778.
- c. Privacy/Network Liability Insurance – Recommendation is to cancel the policy for Privacy and Network Liability with Continental Casualty Company (CNA) and implement a policy with Beazley with the annual premium of \$10,160 which is a decrease of \$576.00 or 5.4% from last year's premium of \$10,736.00.
- d. Commercial Property – Recommendation is to cancel the Commercial Property Insurance with Zurich American Insurance Company and implement a new policy with Travelers with the annual premium of \$157,000. This premium is an increase of \$587 or 0.4% over Zurich's renewal premium of \$156,413. It is also \$8,135 or 5.5% over last year's premium of \$148,865. Also, cancel the separate Wind and Hail policy renewed on January 17, 2020 for an annual savings of \$18,648. A motion was made by Director Manders and seconded by Secretary Smith to approve the Insurance Renewals a. Directors and Officers-Chambers Community Health Center b. Flood-Bayside Community Hospital c. Privacy and Network d. Commercial Property as presented. Motion carried unanimously.

Resale Offer for Parcel 3629: A motion was made by Secretary Smith and seconded by Director Turner to approve the Resale Offer for Parcel 3629 as presented. Motion carried unanimously.

New or Revised Polices a. Blood Administration b. Transfusion Reactions: A motion was made by Secretary Smith and seconded by Director Manders to approve the New or Revised Policies a. Blood Administration b. Transfusion Reactions as presented. Motion carried unanimously.


Miscellaneous: None.

Executive Session: The Board of Directors met in closed Executive Session under Section 551.074 at 6:55 o'clock p.m.

Open Session: The Board returned to Open Session at 9:00 o'clock p.m. No action taken.

Adjournment: A motion was made by Secretary Smith and seconded by Director Manders to adjourn the meeting at 9:01 o'clock p.m. Motion carried unanimously.

APPROVED this the 28th day of April 2020.



MARIAN WHITLEY, CHAIRPERSON
BOARD OF DIRECTORS



MARCIA SMITH, SECRETARY
BOARD OF DIRECTORS