Notice of Regular Meeting of the Board of Directors
Chambers County Public Hospital District No. 1
5:30 P.M. October 22, 2019
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) – September 24, 2019 Tax Rate Adoption and September 24, 2019.

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 QIPP Quality Report
   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.
   b. Galleria/Stoneybrook Residence and Rehabilitation Center Financial Report

Old Business

9. Board Recruiting.

New Business

10. Discuss, Consider and Take Action on, if necessary, Education Building Bard Air Conditioning Unit Replacement.

11. Discuss, Consider and Take Action on, if necessary, Board Meeting Holiday Schedule.

12. Discuss, Consider and Take Action on, if necessary, Annual Employee Paid Time Off Cash Out.

13. Miscellaneous.
    a. Medical Staff Meeting – November 19, 2019.

14. **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.

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

16. Other.

17. Adjournment.

The next Board Meeting is scheduled for Tuesday, November 26, 2019, 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: 10/17/2019 3:40:19 PM
Doc Number: 2019 – 4816
Number of Pages: 2
Amount: 4.00
Order#:20191017000038
By: RE

Heather H. Hawthorne, County Clerk

Recorded: Ellen Edmonds

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 OCTOBER 22, 2019, ANAHUAC, CHAMBERS COUNTY TEXAS BEGINNING AT 5:35 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, October 22, 2019 beginning at 5:35 p.m. with the following Directors present:

Marian Whitley, Chairperson;
Marcia Smith Secretary;
Leslie Turner, Director;
Mike Manders, Director;

Absent: Theresa Greco, Vice 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, Peggy Hamilton, CFO; Christi Morris, RN, FNP-C, DON; Rick Groves, IT Contractor; Sue Hawthorne, The Progress;

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

Previous Minutes: A motion was made by Director Turner and seconded by Secretary Smith to approve the minutes of September 24, 2019 Tax Rate Adoption and September 24, 2019. Motion carried unanimously.

Executive Session: The Board of Directors met in closed Executive Session under Section 551.078 at 5:36 o'clock p.m.

Open Session: The Board of Directors returned to Open Session at 5:47 o'clock p.m. 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 5 Star Quality 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 Quality Report as presented. Motion carried unanimously.

Financial and Statistical Reports – Chambers County Public Hospital District No. : Mr. Gularte informed the Board:

- Still closing.
- Received adjustments from the auditors today.
- Positive year end pre-audit, anticipate minor changes post audit and cost report.
- Financials will be ready in a couple days and I will send it to you.

Peggy informed the Board:

- Ran financials today after receiving GASB68 adjustments.
- Balance sheet is good.

- Cash is good.
- Patient receivables is good.
- Income Statement before audit, bottom line is favorable.
- Hospital outpatient is down.
- Clinics are up.
- Charity care is up.
- Contractual allowances are favorable.
- Expenses are slightly over due to the GASB68
- Salaries & Wages and benefits down from budget.
- Supplies are up due to purchases for grant and MRI.
- Depreciation is up due to MRI.

Director Manders asked what other adjustments will be made other than the pension. Peggy said there would be adjustments for the Nursing Home QIPP and the Medicare settlement.

Consent Agenda: Mr. Gularte added the following items to the Administrator's Monthly Update and informed the Board:

- Dr. Capili would not be attending the meeting. He went to see his Mom in the hospital that had open heart surgery.
- Eric Humphrey from AISD came by but couldn't stay for the meeting. He wanted to pass along that David Arabie, LPC gave a good presentation to the students. Eric said that they had an EKG class for some of the students and they may want to shadow employees here at the hospital. Eric wanted to let the Board know that anything the school can do to help let them know.
- Friday, October 25th we will be passing out the annual check to the Booster Club at the football game.
- Our attorneys were contacted by Galleria's attorneys that they were looking for someone else to take over the nursing home.
- Property proposal – will have by the end of the week and get it to the Board.
- Dr. Gerla – don't think she is the right fit for us. I had four more candidates but down to 2 right now.
- Winnie providers are putting patients in the hospital. Dr. Boutee is here today and doing well with the computer system. The PA does not want to use the computer system but Ben Beaoui is helping out with that.
- Director Turner asked about a case. Mr. Gularte said that the attorneys for the case was supposed to be in court but they weren't and we are still investigating. He said that they rarely go to court.

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

OLD BUSINESS:

Board Recruiting: Mr. Gularte informed the Board that Vice Chairperson Greco wanted to leave this on the agenda.

Education Building Bard Air Conditioning: Mr. Gularte told the Board that two of the four Bard Air Conditioning Units may need to be replaced. He said that it may just be the compressor on one of them. If so, we will only purchase one at this time. Mr. Gularte said that he recommends approval for two but will back down on one if it is only the compressor that needs to be replaced.

A motion was made by Director Turner and seconded by Secretary Smith to approve the purchase of two Bard Air Conditioning Units Replacement-Education Building as presented. Motion carried unanimously.

Board Meeting Holiday Schedule: Mr. Gularte informed the Board that every year in October, we take a quick look at the Board meeting schedule for November and December to see if there are any conflicts and to assure that we will have a quorum.
A motion was made by Secretary Smith and seconded by Director Manders to have the November meeting on Thursday, November 21, 2019 and to cancel the December meeting unless something urgent comes up. Motion carried unanimously.

Annual Employee Paid Time Off Cash Out: Mr. Gularte told the Board that it is that time of the year to address the possible PTO Cash Out for the employees. This is where once a year the Board decides if we are in a cash position where we can allow the employees, who meet certain requirements, can "cash out" up to 40 hours of their PTO. Currently, there are a maximum of 43 out of 93 employees who have over 140 hours PTO accrued. Of the 43 employees, just 29 met all the criteria of the policy. If all 29 employees chose to request a PTO Cash Out then the gross pay out would be $36,327.20. This would be the maximum expected cash needed for the pay out this year. Last year the payout was $38,131.27.
A motion made by Director Manders and seconded by Director Turner to approve the Annual Employee Paid Time Off Cash Out as presented. Motion carried unanimously.

Medical Staff Meeting – November 19, 2019: Director Manders will attend with Secretary Smith as back up.

Executive Session: None.

Adjournment: A motion was made by Secretary Smith and seconded by Director Turner to adjourn the meeting at 6:18 o'clock p.m. Motion carried unanimously.

APPROVED this the 21st day of November, 2019.

Theresa Greer
MARIAN WHITLEY, CHAIRPERSON
BOARD OF DIRECTORS

Marcia Smith
MARCIA SMITH, SECRETARY
BOARD OF DIRECTORS