

**Notice of Regular Meeting of the Board of Directors
Chambers County Public Hospital District No. 1
5:30 P.M. September 24, 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) – August 27, 2019; August 27, 2019 Tax Rate Setting; September 11, 2019 Workshop; and September 17, 2019 Workshop.
2. **Swearing in of new Board member-Mike Manders.**
3. **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.
4. **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
5. Take Action, if necessary, regarding Executive Session Items
6. Discuss, Consider and Take Action on, if necessary, Financial and Statistical Reports
 - a. Chambers County Public Hospital District No. 1

Consent Agenda

7. Review and Approve Committee Reports
 - a. Compliance Report
 - b. Budget Amendments
 - c. Miscellaneous
 - d. Liens for non-payment
 - e. Benchmarking Program
 - f. Safety Committee
8. Review and Approve Operational Reports
 - a. Chambers Community Health Center, Inc. (FQHC) Operations
 - b. Wellness Center at Bayside Operations
 - c. Texas Rural Accountable Care Organization (TRACO)
 - d. Contract Review
9. Administrative Reports
 - a. CEO's Monthly Update Report.
 - b. Galleria/Stoneybrook Residence and Rehabilitation Center Financial Report

Old Business

10. Discuss, Consider, and Take Action on, if necessary, Board Member Recruiting.



New Business

11. Discuss, Consider and Take Action on, if necessary, Worker's Comp Insurance Renewal.
12. Discuss, Consider and Take Action on, if necessary, Education Reimbursement Policy Revisions.
13. Discuss, Consider and Take Action on, if necessary, Educational Reimbursement Requests.
14. Discuss, Consider and Take Action on, if necessary, OB/GYN Services.
15. Discuss, Consider and Take Action on, if necessary, Pest Control and Termite Treatment.
16. Miscellaneous.
17. **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.
18. Take Action, if necessary, regarding Executive Session.
19. Other.
20. Adjournment.

The next Board Meeting is scheduled for Tuesday, October 22, 2019, 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 BAYSIDE
COMMUNITY HOSPITAL CONFERENCE ROOM ON SEPTEMBER 24, 2019, ANAHUAC,
CHAMBERS COUNTY TEXAS, BEGINNING AT 6:07 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, September 24, 2019 beginning at 6:07 p.m. with the following Directors present:

Theresa Greco, Vice Chairperson;
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 being placed amongst the files of the District).

Also present were Steven Gularte, CEO; Ann Newton, Administrative Assistant; Kaley Smith, MHA, Clinics Executive Director; Peggy Hamilton, CFO; Christi Morris, RN, FNP-C, DON; Rick Groves, IT Contractor; Nellie Lunsford, Director of Compliance and Education; Janice Jircik, Director of the Wellness Center at Bayside; Anthony Capili, M.D., Chief of Staff; Sue Hawthorne, The Progress; Judge Randy VanDeventer; Eric Humphrey, Anahuac ISD; Mario Garza, Anahuac ISD.

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.

Swearing in of new Board Member – Mike Manders: Judge Randy VanDeventer presided over the Oath of Office and swore in Mike Manders.

Previous Minutes: A motion was made by Director Turner and seconded by Secretary Smith to approved the minutes of August 27, 2019, August 27, 2019 Tax Rate Setting, September 11, 2019 Workshop and September 17, 2019 Workshop. Motion carried unanimously.

Executive Session: The Board of Directors met in closed Executive Session under Section 551.078 at 6:13 o'clock p.m.

Open Session: The Board of Directors returned to Open Session at 6:47 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 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. A motion was made by Secretary Smith and seconded by Director Turner to approve the appointments of Vivian Valdes, FNP-C to Active Staff, David Arabia, LPC to Allied Health Professional and the re-appointment of Ben Beouei, PA-C to Active Staff as recommended by the Medical Staff. Motion carried unanimously.

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

- Total cash is \$7,786,480 which is over \$1.2 million more than the beginning of the year.
- It is seasonal for the hospital, August is a slow month.
- YTD we are ahead of budget
- Mr. Gularte said that YTD Income is \$731,640 and a loss of (\$24,566) was budgeted, he said last year it was \$300,000.
- Total Net Income is a loss of (\$203,297) compared to a budgeted loss of (\$245,803).
- Patient Revenues are down.
- YTD results in total are favorable to budget by \$164,596. Salaries, Wages, and employee benefits are favorable to budget. Material unfavorable variances remain as identified last month:
Supplies – Hurricane Recovery expenses, Pharmaceuticals and MRI supplies.
Information Technology – timing of quarterly payments and contract revision.
Legal and Professional Fees – Physician recruitment.
Depreciation – due to writing off the remaining value of the MRI.
Other Expenses – reimbursing State for unspent Grants attributed to Hurricane Ike.

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

- Property Search Update – attached is a summary of the property surrounding the West Chambers Medical Center. Last Wednesday morning, Kaley Smith and I were at WCMC and noticed that the For Sale sign on the property south of the clinic had been removed. Kaley contacted the real estate agent and determined that it is for sale, but that they want to sell lots 6, 7, & 8 together. Director Turner asked if the City of Mont Belvieu had been contacted. Mr. Gularte said that they have not been contacted.
- Personnel issue for Executive Session.
- Dr. Laura Gerla – Mr. Gularte said that she was from Conroe and had a lunch interview scheduled for the providers but it was cancelled due to weather. I'm trying to re-schedule.
- Flu Shots – free for you and another person of your choosing.

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

OLD BUSINESS:

Board Member Recruiting: Mr. Gularte informed the Board that he had notified one of the candidates that was interviewed and still playing phone tag with the other. He asked the Board what they wanted to do next. Secretary Smith asked how Mrs. Whitley was doing. Vice Chairperson Greco said that she had visited with her and that she would complete her term unless we had someone to replace her and if so we could appoint them.

NEW BUSINESS:

Worker's Comp Insurance Renewal: Mr. Gularte told the Board that Chambers Health has been with THIE for the Worker's Comp Insurance policy for several years. Our loss runs have been excellent except for 2018. The service from THIE is very good. He said that he is recommending to renew the Worker's Compensation Insurance policy with Texas Hospital Insurance Exchange through HealthSure at an

expected premium of \$27,614. Director Manders asked about the conditions in 2018. Mr. Gularte said that we had 3 unusual employee injuries.

A motion was made by Director Manders and seconded by Director Turner to approve the Worker's Compensation Insurance Renewal with Texas Hospital Insurance Exchange (THIE). Motion carried unanimously.

Education Reimbursement Policy Revisions: Mr. Gularte informed the Board that The Personnel Policy and Employee Handbook (PPEH) contains a policy for the educational reimbursement for employees. There are two questions that need to be addressed: 1) what constitutes an organizational need; and 2) how to regulate the "online" college courses/degrees versus a regular brick-and-mortar college. Organizational Need One of the first criteria for granting educational reimbursement is stated in Section H.3.b. which requires the department directors to determine if an organizational need exists to provide support for the requested opportunity. Anyone approved for an educational reimbursement must complete all the criteria, including a promissory note and service obligation commitment before being reimbursed. While the requirement is well founded and sound, if we go too strictly by the organizational need, it may mean no one would qualify. Online College Degrees This is quickly becoming the norm rather than an exception. Our educational reimbursement model is set up on reimbursement per semester (with two semesters per year). With online college education the student progresses at their own pace. In order to have a system for online college tuition, we are proposing that we turn the current policy upside down for online college degrees and work from the degree, back to the amount per degree allowed. An associate degree would have a maximum of \$4,000 reimbursement. A bachelor's degree would have a maximum of \$8,000 reimbursement. A certificate program would still be limited to the max of \$1,000. A motion was made by Director Turner and seconded by Secretary Smith to approve the Education Reimbursement Policy Revisions as presented. Motion carried unanimously.

Educational Reimbursement Request: Mr. Gularte told the Board that there is not a specific need but assisting an employee to gain a bachelor's degree would enhance the value of this employee to the organization. A motion was made by Director Turner and seconded by Secretary Smith to approve the Educational Reimbursement Request for Cathy Muscat as presented. Motion carried unanimously.

OB/GYN Services: Mr. Gularte said that he has his concerns. He said that it took them months to do the Fair Market Value (FMV) and they had sent an architect out and they measured everything at both clinics. Mr. Gularte said that the Board had approved the colposcopes purchase for when this comes to pass. He said that this is one of our goals/targets. He said that HCA is a for profit company but that the OB/GYN Group is not employed by them they are contracted with HCA. Mr. Gularte told the Board that if it was a partnership with HCA he would not do this. After much discussion a motion was made by Secretary Smith and seconded by Director Turned to table the OB/GYN Services with HCA and continue looking for other alternatives. Motion carried unanimously.

Pest Control and Termite Treatment: Mr. Gularte informed the Board that there were two issues that had prompted the request for bids for our termite and pest control services: 1) dissatisfaction with Orkin Pest Control; and 2) termites nesting in the Admin trailers. Termites were found this summer, on the windowsill in my office. Inspection of the building showed that a large nest was in the wall and floor area underneath my office. Orkin proposed a massive campaign to fight the infestation in the trailer and proposed the hospital be treated also. The other two companies proposed the accepted chemical attack and barrier method for the trailer and did not recommend the hospital being treated. He said that he recommended that we accept the proposal from Attaboy Termite and Pest Control replacing Orkin Pest Control, for an annual cost of \$8,185.00 and contingent upon a successful review of the Attaboy actual

contract. A motion was made by Secretary Smith and seconded by Director Turner to accept the proposal from Attaboy Termite and Pest Control as presented. Motion carried unanimously.

Executive Session: The Board of Directors met in Closed Executive Session under Section 551.074 at 8:17 o'clock p.m.

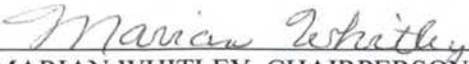
Open Session: The Board of Directors returned to Open Session at 8:38 o'clock p.m.

The Board consensus was to continue the search for a new Director of Nurses.

A motion was made by Secretary Smith and seconded by Director Turner to grant a bonus to Christi Morris, RN, FNP-C for handling two jobs over the past eleven months in the amount of \$35,000. Motion carried unanimously.

Adjournment: A motion was made by Secretary Smith and seconded by Director Manders to adjourn the meeting at 8:47 o'clock p.m. Motion carried unanimously.

APPROVED this the 22nd day of October, 2019.



MARIAN WHITLEY, CHAIRPERSON
BOARD OF DIRECTORS



MARCIA SMITH, SECRETARY
BOARD OF DIRECTORS