

**Notice of Regular Meeting of the Board of Directors
Chambers County Public Hospital District No. 1
5:30 P.M. August 26, 2021
Bayside Community Hospital Conference Room
Agenda**

1. **Call to Order**
 - a. Confirmation of a quorum.
 - b. Invocation.
 - c. Introduction of Guests.
 - d. Review and Approve Minutes of Previous Meeting(s) – July 29, 2021, August 18, 2021 and August 24, 2021 **(A)**

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.

Consent Agenda

3. Review and Approve Committee Reports **(B)**
 - a. Compliance Report
 - b. Safety Committee

4. Review and Approve Operational Reports **(C)**
 - a. Chambers Community Health Center, Inc. (FQHC) Operations

5. Administrative Reports
CEO's Monthly Update Report **(D)**
 - a. OmniPoint Health – Proposed Service Area
 - b. OmniPoint Premier – BHISD Kick-off
 - c. Rapid COVID Testing
 - d. COVID Update: Oxygen, State Staffing, Vaccines
 - e. Staffing Challenges
 - f. New American Rescue Plan Funding
 - g. OmniPoint/Chambers County Public Hospital District No. 1 Relationship/Structure – Review with Trent and Tommy

Old Business

6. Allegiance Bank
 - a. Depository Accounts.
 - b. Listing William Kiefer, Paul Aslin, and Jay Hodges and as signers for any Hospital District accounts and safe deposit boxes.
 - c. Assign Jay Hodges administrative rights to all current Allegiance Bank accounts.
 - d. Remove former employees and Ann Newton from Hospital District Accounts.
 - e. Update Board Member Roster

New Business

7. Discuss, Consider and Take Action on, if necessary, Financials and Statistical Reports.
(E)

8. Discuss, Consider and Take Action on, if necessary, 2021 Tax Rate. **(F)**
9. Discuss, Consider and Take Action on, if necessary, 2022 Draft Capital/Operating Budget. **(G)**
10. Discuss, Consider and Take Action on, if necessary, Draft Goals and Strategic Planning. **(H)**
11. Discuss, Consider and Take Action on, if necessary, SORH Grant Recipient of the 2021 SHIP COVID Testing and Mitigation Grant for \$255,561. **(I)**
12. Discuss, Consider and Take Action on, if necessary, NFP Organization Structure and funding. Trent and Tommy will review options of Board. **(J)**
13. Discuss, Consider and Take Action on, if necessary, regarding Executive Session discussion about executive compensation. **(K)**
14. Discuss, Consider and Take Action on, if necessary, Respirator Fit Testing Policy. **(L)**
15. Discuss, Consider and Take Action on, if necessary, Salary Adjustment Review and Approval. **(M)**
16. Discuss, Consider and Take Action on, if necessary, Employee Services Agreement. **(N)**

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.

17. Other.

18. Adjournment.

The next Board Meeting is scheduled for Thursday September 23, 2021, at 5:30 p.m. in the Conference Room at Bayside Community Hospital.



Submitted by: Christy McAdams, Administrative Assistant

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS FOR CHAMBERS COUNTY PUBLIC HOSPITAL DISTRICT NO. 1 HELD AT THE BAYSIDE COMMUNITY HOSPITAL CONFERENCE ROOM ON AUGUST 26, 2021, ANAHUAC, CHAMBERS COUNTY TEXAS BEGINNING AT 5:30 P.M.

A regular meeting of the Board of Directors of the Chambers County Public Hospital District No. 1 was conducted at Bayside Community Hospital Conference Room, Anahuac, Texas on Thursday, August 26, 2021, beginning at 5:33 P.M. with the following Directors present:

Theresa Greco, Chairperson;
Marcia Smith, Vice Chairperson;
Leslie Turner, Secretary
Mike Emmons, Director;
Geraldine Brown, Director

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

Also present were William Kiefer, CEO/CNO, Jay Hodges, CFO, Paul Aslin, COO, Kaley Smith, Clinics Executive Director, and Nellie Lunsford, Director of Business Development.

Guests present via WebEx was Tommy Davis and Trent Krienke.

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

Previous Minutes: A motion was made by Vice Chairperson Smith and seconded by Director Brown to approve the minutes of July 29, 2021 and August 18, 2021 as presented, with correction made to the July 29, 2021 minutes, as follows: Vice Chairperson Smith did not vote and advised that she abstained from the vote. The motion was made by Brown and seconded by Emmons. Pending corrections, the motion carried unanimously.

Minutes from August 18, 2021 and August 24, 2021 were not available for review during this meeting.

Executive Session: Immediately following the review of previous meeting minutes, a motion as made by Director Brown and seconded by Director Turner to move into executive session at 5:38pm.

Open session: A motion was made by Director Smith to close Executive Session and seconded by Director Turner at 6:32 PM. Motion carried unanimously.

Compliance Report:

- The compliance report was not available for this meeting.

Safety Committee:

- Kiefer presented the safety report and the Action Cue report was reviewed by the board with no questions.

Chambers Community Health Centers, Inc. (FQHC) Operations:

- Kaley Smith, Clinics Executive Director discussed her reports and notified the Board that the Competition Grant is under way and due at the first of September.
- Back to School Vaccine Clinic was collaborated with Dayton ISD. It was well attended.

CEO's Monthly Update Report:

OmniPoint Health – Proposed Service Area

- Kiefer spoke on the proposed service area and strategy. Focus efforts on primary service area, then branch out to the secondary and tertiary market.

OmniPoint Health Premier

- Paul presented the BHISD Premier kickoff. Barbara Ponder was a huge supporter of this program and BHISD anticipate this being a very successful program. William spoke at a Barbers Hill Lions Club and was highly supported by BHISD Superintendent Greg Poole.

Rapid COVID Testing

- Kiefer spoke about Rapid COVID testing. Test systems have arrived; Anahuac and Dayton will begin first, then West Chambers and Hospital will implement second because of CLIA certification levels. Kiefer spoke about the likelihood that we will run out of test kits because of demand and that supplies are based on allocation.

COVID Update: Oxygen, State Staffing, Vaccines

- Kiefer reported about oxygen status. New large cylinder delivered to the hospital this week. State staffing is now within the hospital, including respiratory therapists. Governor Abbot submitted an exemption that divisions of the state cannot mandate the vaccine. Kiefer will send out updates to staff.
- Joint statement from Chambers County Judge Sylvia and Chambers County Health Department, in addition to Chambers County EMS regarding delays and implications resulting from COVID overloads. Hospitals going on diversion, including ours because we were overloaded with patients.
- Shared success story of COVID patient who was recently discharged after recovering at BCH.
- Kiefer shared that we are discussing offering Monoclonal therapy within the system. Redman and Kiefer have been researching opportunity and would like to offer to community.

Staffing Challenges

- Staff are stressed so the organization will be focusing on lifting morale and engaging employees to attempt to avoid burnout.

IT Update

- Proposal was made from Kiefer to Rick Groves, but he did not agree to initial proposal. New agreement is to release his employees to us at no cost. Today, Rick worked with Joe to work on Dayton clinic project to install IT services.
- Paul has been asked to open a few positions relating to IT Analyst for eCW. The offsite employee from Rick is not going to be assumed by the organization. Additional help will be needed during

the transition. Growth equals more IT service needed. Sixty (60) employees have been added in the last 9 months; this is a very significant growth. Eight (8) new providers have been added in addition to Dayton staff. The clinics have added staff with grant funding and growth.

Strategy

Kiefer shared of a potential opportunity with Dayton Providers in addition to two additional providers. In the future, providers in Liberty will be visited as well.

OmniPoint Experience

- Kiefer discussed creating an experience model to be used in Dayton first, then backed to Anahuac and Mont Belvieu. Appointment reminders, text reminders, online patient forms in advance of visit, the way that staff are addressing patients, the way that staff are answering phones, etc. Snacks and water will be placed in lobby.
- Kiefer also presented the option of OmniPoint Health Small Business – as part of a tiered OmniPoint Premier for small businesses.

Miscellaneous

- Kiefer shared that September 1st is a big date for us – Dayton is opening, BHISD kickoff, Lab in-house at WCMC, nurse hotline is going live, and extended hours at WCMC.
- Castle Therapy Partners will provide 15 days of the 2022 fiscal year and the impact they will make. Looking to grow PT practices in the future.
- First build will be Outpatient Imaging – first need to sell the land next to WCMC, to Castle. Waiting to receive numbers to identify best option. Expected to be operational in Spring 2022.
- Discussed land purchases around Bayside Clinic and capacity. Kaley reported that the clinic in Anahuac is at almost 75% capacity. Theresa asked about the homes coming into the community (growing subdivisions; Lakeway and Cypress Point that will extend to FM 563). Board requested that we review the opportunity again in January 2022.

New Business:

Financial and Statistical Reports:

Jay Hodges, CFO, discussed bringing billing services in-house (hospital and clinics will handle billing questions internally instead of asking patients to call a 1-800 number that is not located within the system). On detailed items that staff may not be able to help with, the patient may need to be transferred to TruBridge. This will start the first week of September. Theresa asked what the issues or concerns are regarding this change; Britney has pulled this information.

As part of investment strategy, Jay suggested a subcommittee composed of two (2) district board members to discuss options for financial opportunities.

Jay Hodges, CFO, presented the June Financials, for review.

Mr. Hodges informed the Board:

- Income and consolidated statements reviewed by Hodges to the board

- Without tax support and grant revenue, the organization is still losing money but getting better. By now, tax revenue has just about all been received.
- Page 4 reviewed; total net income = \$1.9M compared to \$1.227 M last year
- IGT payments should start coming in soon; few MCD payments have been made from CHOWs. September will include big payments including lines of credit repayment from nursing homes.

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

Proposed Tax Rate

Hodges reviewed and discussed the Tax Rate Calculation Worksheet. If kept the same rate or reduced, we will not need a special hearing, we will just need to publish the rate in the newspapers. Kiefer pointed board members to page 4 of the worksheet.

Jay shared that the \$250K grant should cover and offset expenses from capital item purchases (see list).

Operating budget (page 4) reviewed by Hodges. Draft budget reviewed by Hodges. Greco asked for information regarding a market perspective for registered nurses. Kiefer explained the need to adjust medical assistants after others are adjusted.

Motion made for a 5-minute recess made by Director Emmons and seconded by Director Brown at 9:17pm.

Break resumed at 9:19 by Director Smith.

After break, Kiefer asked to take a poll vote and the board members each proposed a tax reduction as follows: Emmons 20 cents, Turner 17 cents, Brown 20 cents, Smith 13 cents, and Greco 15 cents. Emmons and Turner believe that Greco stated that she was in favor of 10 cents, however, Greco disagreed. Greco maintains that she indeed stated 15 cents.

Majority of bottom-line is based on QIPP. Proposed in year 1 OPH will bring in \$720K in Physical Therapy (conservatively), in addition to the surgery center and imaging center.

Recommendation by Kiefer to speak with legal counsel again on worse case scenarios for QIPP Program (based on 15, 17, 20 cents) to identify the best options.

Motion made by Director Brown and seconded by Vice Chairperson Smith to present options from legal counsel.

Motion made by Emmons for proposed rate and seconded by Turner for 15 cents. Greco recommended going with 10 cents. Discussion held to include Brown suggesting a conservative rate. Smith suggested a 13-cent rate. Emmons and Turner agreed for 15; Greco, Smith and Brown opposed 15 cents. Brown motioned for a 10-cent reduction and seconded by Smith. Three in favor of 10 cents, two opposed (Emmons and Turner). Greco broke the tie.

Emmons motioned for a 5-minute recess at 9:50pm. Motion was seconded by Greco for a short break.

Resumed session at 9:55pm.

Draft Capital/Operating Budget

Hodges reviewed and discussed the capital and operating budget. Several items listed from the clinics will be covered with various grants already received. No action taken on this budget.

SORH Grant Recipient of the 2021 SHIP COVID Testing and Mitigation Grant

Hodges discussed and shared updates relating to the 2021 SHIP COVID Testing and Mitigation Grant. Some items submitted under the Capital Budget could be covered by the grant.

NFP Organization Structure and Funding: OmniPoint/Chambers County Public Hospital District No. 1 Relationships/Structure – Review with Trent and Tommy

- Kiefer suggested that the board schedule board dates for September. Proposal for a meeting the week of September 13th (approximately 2 hours to go through all documents in detail). The three board members from OmniPoint Health should attend to ensure that they are aware of the structure and relationship between OPH and CCPHD.
- Two dates selected were September 15th as the first board meeting, then September 23rd at 5:30pm as well. Kiefer will share dates with the OPH board members.

Respiratory Fit Testing Policy

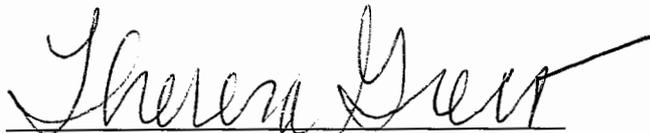
Kiefer presented policy by Employee Health Nurse Cynthia Scribner. Reviewed and approved by Dr. Redman. A motion made by Vice Chairperson Smith and seconded by Director Brown. Motion unanimous and carried.

Salary Adjustment Review

The Board reviewed the salary adjustment proposal from Hodges and asked Administration to increase rates of pay for MA's, CNA's, and Registration Clerks and bring the new proposal back for review.

Adjournment:

A motion was made by Director Brown and seconded by Secretary Turner to adjourn the meeting at 9:56pm.



THERESA GRECO, CHAIRPERSON
BOARD OF DIRECTORS