

**Notice of Regular Meeting of the Board of Directors  
Chambers County Public Hospital District No. 1  
5:30 P.M. May 26, 2022  
OmniPoint Hospital Conference Room  
Agenda**

**1. Call to Order**

- a. Confirmation of a quorum.
- b. Invocation.
- c. Pledge.
- d. Introduction of Guests. Pages 4-7      Pages 8-9
- e. Review and Approve Minutes of Previous Meeting – April 28, 2022, May 18, 2022, and May 19, 2022. Pages 10-12

**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. Discussion of OmniPoint Health's Mission, Vision, and Values and Appreciation of April's recognized employees.** Pages 13-14

**4. Administrative Reports** Pages 15-18

**5. Committee Reports**

- a. Compliance Report Page 19
- b. Safety Committee Page 20-21

**6. Operational Reports**

- a. FQHC Executive Director's Report Page 22-23
- b. Call Center Update

**Old Business**

- 7. Discuss, Consider, and Take Action on, if necessary, Property Insurance Policy Update.** Pages 24-26
  - a. Status of Storage Units
  - b. Flood Insurance Renewal Pages 27-29
- 8. Discuss, Consider, and Take Action on, if necessary, American Express Cards.**
- 9. Discuss, Consider, and Take Action on, if necessary, THT Conference and expenses.** Page 30
- 10. Discuss, Consider, and Take Action on, if necessary, Revision of Employee Travel Policy.** Pages 31-33
- 11. Discuss, Consider, and Take Action on, if necessary, Adoption/Revision of Spending Policy.** Pages 34-40      Chambers County Policy Pages 41-52
- 12. Discuss, Consider, and Take Action on, if necessary, MRI Machine/Trailer Update.**



## **New Business**

13. Discuss, Consider, and Take Action on, if necessary, Financial Statements and Statistical Reports.
  - a. IGT Working Capital.
14. Discuss, Consider, and Take Action on, if necessary, Phone System Upgrade. Pages 53-62
15. Discuss, Consider, and Take Action on, if necessary, Bio Med Contract. Pages 63-90  
Elite Contract Pages 91-124
16. Discuss, Consider, and Take Action on, if necessary, ESO Contract. Pages 125-142
17. Discuss, Consider, and Take Action on, if necessary, Search and Recruitment of CEO. Pages 143-146
18. Discuss, Consider, and Take Action on, if necessary, Bids and Purchase of CT Machine. Pages 147-219
19. Discuss, Consider, and Take Action on, if necessary, Election of Clinic Board Committee, Policy and Procedure Committee, and Chambers County Liaison Committee.
20. Discuss, Consider, and Take Action on, if necessary, Election of Additional Board Positions (Sergeant of Arms and Parliamentarian).
21. Discuss, Consider, and Take Action on, if necessary, Adoption of Board Meeting Policy for Visitors and Employees.

Bylaws for CCHC 220-233

Co-Applicant Agreement Page 234-248

## **Executive Session**

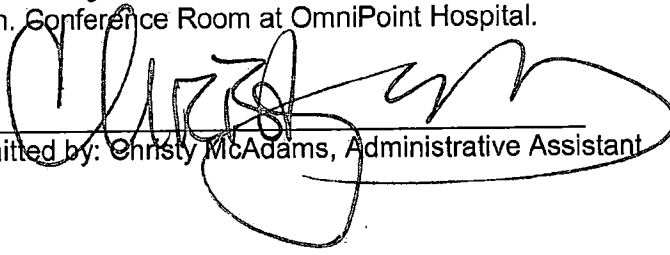
The Board will meet in closed session pursuant to Section 161.032 of the TEXAS HEALTH AND SAFETY CODE to discuss and consider Medical Staff Reports, Rules, and Regulations, and Hospital Quality Assurance/Process Improvement Reports, Credentialing and Statistics, and, if needed, pursuant to Sec. 551.074 of the TEXAS GOVERNMENT CODE to discuss personnel matters, and pursuant to Sec. 551.071 of the TEXAS GOVERNMENT CODE to discuss with its attorney, either in person or by telephone, matters which require confidentiality pursuant to the attorney client privilege and, if applicable, under to Sec. 551.085 of the TEXAS GOVERNMENT CODE to discuss a proposed new service or product line.

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 Section 161.032 of the TEXAS HEALTH AND SAFETY CODE and/or Sections 551.0771, 551.072, 551.074 and 551.085 of the TEXAS GOVERNMENT CODE.

### **Return to Open Session**

22. Discuss, Consider, and Take Action on, if necessary, Policy; Hospital Quality Assurance/Process Improvement Reports; Credentialing; and Statistics.
23. Other
24. Adjournment.

The next Regular Board Meeting is scheduled for Thursday, June 23, 2022, at 5:30 p.m. in the Admin. Conference Room at OmniPoint Hospital.

  
Submitted by: Christy McAdams, 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 AT THE OMNIPOINT HEALTH HOSPITAL - CONFERENCE ROOM ON May 26, 2022, ANAHUAC, CHAMBERS COUNTY TEXAS BEGINNING AT 5:30 PM.**

A regular meeting of the Board of Directors of the Chambers County Public Hospital District No. 1 was conducted at OmniPoint Health Hospital - Conference Room in Anahuac, Texas on Thursday, May 26, 2022, beginning at 5:30 pm with the following Directors present:

Mike Emmons, Chairperson  
Andy Legg, Vice Chairperson  
Linda Tinnerman, Secretary  
Geraldine Brown, Director

Absent: Leslie Turner, 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 Paul Aslin, Interim CEO, David Odom, Director of IT, Christy McAdams, Administrative Assistant, Natalie Clarke, Director of Human Resources, Elissa Lofgren, Executive Director of Clinics, Wayne Colson, Interim CFO, Malinda Albritton, Social Worker, Misty DeHoyos, Director of Radiology, Britney Strickland, Director of Medical Records, Sarina Nickel, Director of Nursing, Rachel Hisler, Sue Hawthorne, Gil Boullion, Becky Evans, Torrey Cotton, Dr. Redman, Kevin Reed with Reed & Claymon via zoom, Brant Couch with Health Sure via Zoom

The meeting was called to order by Chairperson Emmons, and it was determined that a quorum was present. Paul Aslin gave the invocation. Linda Tinnerman led the pledges. We went around the room, and everyone introduced themselves.

Public Comment – Sue Hawthorne shared a story from 23 years ago when her and her husband were in a terrible motorcycle wreck on Highway 563. She stated that they were transported to our hospital and then life flighted to Beaumont. Our hospital helped to save their lives and she is forever grateful for the hospital and staff.

Aslin read the mission statement and introduced the April Employee of the Month, Torrey Cotton with Radiology.

The board reviewed the minutes for April 28, 2022, May 18, 2022, and May 19, 2022.

A motion was made to approve the minutes as presented by Secretary Tinnerman and Vice Chair Legg seconded the motion. The motion carried unanimously.

Aslin gave his Administrative Report, Compliance Report, and Safety Report. Chairperson Emmons, Vice Chair Legg, and Interim CEO Aslin went before the County Court on May 24<sup>th</sup> to discuss the funds the County budgeted last year for the hospital. Legg mentioned that the meeting is recorded live, and you can watch it on YouTube. At this time, the county has asked that once we have our financials in order – we return to discuss the matter further. Aslin hopes to continue to work with them in order to receive those funds.



Operational Reports –Lofgren stated that the Dental candidate Lex Pierre will be starting on July 18<sup>th</sup> and begin seeing patients on July 26<sup>th</sup>. Reagan Meuth finished training to perform DOT physicals. The call center will be cancelled June 1<sup>st</sup> and all locations will go back to getting their own phone calls.

#### **Executive Session:**

A motion was made by Secretary Tinnerman to adjourn to Executive Session at 5:55 pm and seconded by Vice Chair Legg. Motion carried unanimously.

A motion was made to exit Executive Session by Director Brown and seconded by Vice Chair Legg at 6:03 pm.

Return to Open Session

#### **Old Business:**

Property Insurance Policy Update by Brant Couch via zoom – Aslin and Plant Operations Director, Noe Mejia, are working together to eliminate some of the storage buildings and the contents. They are working to reduce the clutter and use things we have more efficiently. Couch stated that we are in the FEMA Flood Zone X – it is the lowest risk zone. Flood Insurance is up for renewal and even though more coverage is not deemed necessary – it is a business decision that should be analyzed. Legg and Tinnerman stated that they would be interested in seeing quotes for the Mont Belvieu and Dayton properties. Couch is going to bring back to the June meeting those figures for review.

A motion was made by Director Brown to cancel the 3 stand-alone flood policies through the National Flood Programs for properties at Ross Sterling, Main Street, and Hospital Drive. Motion was seconded by Secretary Tinnerman. Motion passed unanimously.

American Express Cards – There were 2 existing American Express cards being used by the facility for purchases. The card in the name of Ann Newton has now been cancelled and Elissa Lofgren currently holds her card but it is not being used for purchases.

THT Conference – The group reviewed the costs for the 5 board members and Paul Aslin to attend the conference held in Fort Worth from July 27-30<sup>th</sup>.

A motion was made by Vice Chair Legg to approve the organization to cover the cost of the hotel and registration fees for 6 attendees. The motion was seconded by Director Brown and approved unanimously.

Revision of the Employee Travel Policy – Food rates should be capped. Liquor and alcohol should be excluded.

A motion was made by Secretary Tinnerman to approve \$85 dollars a day plus 20% gratuity for any meals purchased during employee/director travel – excluding alcohol. The motion was seconded by Vice Chair Legg and approved unanimously.

MRI Machine/Trailer Update – The machine was sold in 2020 but the company that purchased it has abandoned it here on our property. Kevin Reed stated that our organization should obtain a release from the owner before completely getting rid of it ourselves.

A motion was made by Director Brown that upon acceptance of a release from the owner of the MRI Machine/Trailer, the board is willing to pay up to \$5,000 to have it moved/hailed away from the property. The motion was seconded by Secretary Tinnerman and approved unanimously.

#### **New Business:**

Wayne Colson, Interim CFO gave a brief account of the year-to-date financials. Emmons made certain that the IGT advances for QIPP are having payments made and up to date. Currently we have 12 separate accounts for the organization and the accounting team is continually working towards correcting the numbers/financials. Reports to FQHC entities are due on June 30<sup>th</sup> thru the year of 2021. Our fiscal year end is September 30<sup>th</sup>. The team is working very hard but the financials are a work in progress and not where we want them. As long as QIPP is in place – the good news is that the organization will continue to support itself.

A break was taken from 7:34 pm to 7:44 pm.

Phone System Upgrade – David Odom reviewed the consolidated phone system agreement and charges with Windstream. The system in place now does not have a service agreement. The new system will have a service agreement and the equipment will all be leased.

A motion by Director Brown was made to approve the upgraded phone system as presented. The motion was seconded by Secretary Tinnerman. Vice Chair Legg abstained from the vote. Motion carried.

Bio Med Contract – Sarina Nickel, Director of Nursing gave a brief description of the Bio Med services. This company would help manage equipment inspections and safety. The organization currently is under contract with Elite Services, however, that contract is up for renewal. Nickel suggests that the Elite contract be cancelled, and we contract with Bio Med instead. The difference in price is \$12k but the service is a better contract.

A motion was made by Director Brown and seconded by Secretary Tinnerman to approve the Bio Med Services Contract as presented. Motion carried unanimously.

ESO Contract – Nickel explained that the ESO System would enhance EMS relations. It serves as a platform for communication between EMS and the Hospital. Currently the EMS never receives a runsheet or outcomes of the patient from our hospital. This feedback is crucial for the EMS to better their care.

Secretary Tinnerman made a motion to approve the ESO Contract as presented. The motion was seconded by Director Brown and motion carried unanimously.

Search and Recruitment of CEO – Tabled until next month's meeting.

Bids and Purchase of CT Machine – We currently have a GE CT machine from 2002 which was refurbished in 2009. It has had 12 years of life. Misty DeHoyos gave an overview of the 3 CT bids we received from GE. The board agreed that they would like more information and the subject was tabled until the next meeting.

Election of Clinic Board Committee – Lofgren stated that there are only 2 district board members allowed on the clinic FQHC board. Geraldine Brown already holds a chair on the clinic board.

Policy and Procedure Committee – This would be 2 board members that can review any board policy and bring recommended changes back to the board for review.

A motion was made by Director Brown and seconded by Secretary Tinnerman to appoint Mike Emmons and Andy Legg as the Policy and Procedure Committee for the District Board. Motion carried unanimously.

Chambers County Liaison Committee – This would give 2 board members and the CEO permission to speak to the County on the Board's behalf.

A motion was made by Director Brown and seconded by Secretary Tinnerman to appoint Mike Emmons and Andy Legg as the Chambers County Liaison Committee for the District Board. Motion carried unanimously.

A motion was made to elect Leslie Turner as Sergeant of Arms and Geraldine Brown as Parliamentarian of the District Board by Vice Chair Legg and seconded by Secretary Tinnerman. Motion carried unanimously.

Adoption of Board Meeting Policy for Visitors and Employees – Tabled until next meeting.

A motion was made by Director Brown and seconded by Secretary Tinnerman to approve the Hospital Quality Assurance Process Improvements Report, Statistics, and Credentialing. Motion carried unanimously.

- **NEW-APPOINTMENT:**

- **Dona Coleman, FNP-C, ER Active Staff:** Credentials for Dona Coleman, FNP-C, ER Active Staff were presented for review to the Credentials Committee. The Medical Staff Coordinator advised the members of Credentials Committee that Dona Coleman, FNP-C is up to date on all certifications/license, has been queried in the National Practitioners Data Bank, Texas Board of Nursing and Office of Inspector General with no reports.
- **Bijal Shaw, MD, Consulting Radiologist:** Credentials for Bijal Shaw, MD, Consulting Radiologist were presented for review to the Credentials Committee. The Medical Staff Coordinator advised the members of Credentials Committee that Bijal Shaw, MD is up to date on all certifications/license, has been queried in the National Practitioners Data Bank, Texas Board of Nursing and Office of Inspector General with no reports.

- **RE-APPOINTMENT:**

- **Michael Bombassi, RN, Allied Health Professional:** Credentials for Michael Bombassi, RN, Allied Health Professional were presented for review to the Credentials Committee. The Medical Staff Coordinator advised the members of Credentials Committee that Michael Bombassi, RN is up to date on all certifications/license, has been queried in the National Practitioners Data Bank, Texas Board of Nursing and Office of Inspector General with no reports.
- **Heather Hagan, FNP-C, Active ER Staff:** Credentials for Heather Hagan, FNP-C, Active ER Staff were presented for review to the Credentials Committee. The Medical Staff Coordinator advised the members of Credentials Committee that Heather Hagan, FNP-C is up to date on all certifications/license, has been queried in the National Practitioners Data Bank, Texas Board of Nursing and Office of Inspector General with no reports.



**Executive Session:**

A motion was made by Director Brown to adjourn to Executive Session at 8:51 pm and seconded by Secretary Tinnerman. Motion carried unanimously.

A motion was made to exit Executive Session by Director Brown and seconded by Vice Chair Legg at 9:50 pm.

Return to Open Session

**Adjournment:**

A motion was made by Director Brown to adjourn meeting and seconded by Secretary Turner at 9:52 pm. Motion carried unanimously.

Approved this 29 the day of June, 2022.

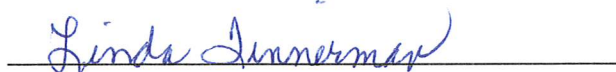


Mike Emmons, Chairperson  
Board of Directors

SECRETARY'S CERTIFICATE

I, Linda Tinnerman do hereby certify that: I am the Secretary of Chambers County Public Hospital District No. 1 DBA OmniPoint Health (hereinafter the "District") that these are true and correct minutes reflecting the discussion and actions of the Board of Directors of the District at a regular or special meeting held on the date shown above and entered in the permanent records of the District; that the meeting was duly and regularly called and held in accordance with the bylaws of the District.

IN WITNESS WHEREOF I have hereunto set my hand this 29 day of June, 2022.



Linda Tinnerman, Secretary