

**Hamilton County Hospital District  
Board Meeting Minutes  
January 23, 2023**

**Presiding: Neil Muxworthy**

**Board members in attendance: Neil Muxworthy, Robert Witzsche, Doug Forrest, Mike Collett, Karen Craig**

**Others Present: Grady Hooper, Chief Executive Officer; Melissa DeLaGarza, Chief Operating Officer; Debbie Martin, Chief Nursing Officer; Tracey Karasek, Director of Quality; Chad Reinert, Director of Clinical Informatics; Tammy Schreiber, Controller; Jordyn Powers, Recording Board Secretary; Bobbie Nichols, Director of QIPP; Maria Weaver, Hamilton-Herald News**

**Date and time: Monday, January 23, 2023, 10:00a.m., Hamilton General Hospital Board Room, 400 N Brown St, Hamilton, Texas 76531**

**Call to order:** Muxworthy called the meeting to order. A quorum was present.

**Citizen comments (limit of 3 minutes per person):** There were none.

**Consider and act on minutes of December 20, 2022 special called meeting:** Witzsche moved, Forrest seconded approval on the minutes of December 20, 2022 special called meeting. Motion carried.

**Consider and act on Financial Reports for November 2022:** Schreiber presented the financials. November bottom line of \$76K and YTD of \$123K. There were 123 more census days compared to October, with a daily average of 10. Outpatient increased due to lab, radiology and ER visits. RHC (Rural Health Clinic's) maintained revenue even with days closed and being short staffed. \$3.3 million in collections, with a 39% collection rate. Total operating revenue for the month is \$5.6 million. Hamilton City Drug changed to Rays City Drug, so we had to re-register them, and we will not have sourced revenue from them until April which will be after they apply for new DEA licensing. The unfavorable variance of \$489K in employee benefits is due to stop loss payments received in October. The unfavorable variance in professional fees due to less billable hours by Dr. Moore. A \$23K Covid SHIP grant was awarded from the State Office of Rural Health (SORH). There is an increase in cash due to QIPP disbursements. \$46 million in total current assets. Our current liabilities show a \$2 million paid off bond, all bonds have been paid. The public health emergency has been extended, so we can still claim covid expenses and receive grants. March 31st the period 4 reporting is due, this will cover \$8 million in funds; \$1 million for the hospital and \$7 million for nursing homes. Part of the Cerner conversion (switching from Medhost) includes conversion of accounting records and financial reporting. We will convert the accounting system to Cerner's partner, Multi View. Collett moved, Witzsche seconded approval on Financial Reports for November 2022.


**Quality Report Quarter 4:** Karasek reviewed the Quality Report. The HIPPA report shows 1 mark, but it was not an actual HIPPA violation. Improvement on discharge summaries went up to 5.6%. The ED has 3.4% in returns, which went down from the previous report. There were 2 ER deaths. Patient safety showed 6 falls, so Debbie is working on an action plan to decrease falls. HCAHPS inpatient report's top two occurring trends are nurse treats with respect and doctor treats with respect. Also, there is no report on a negative trend in inpatient comments. Outpatient's top two comments are recommending facility and concern by provider. The negative trend on outpatient comments is not getting a call back and patient portal login issues (Healow). Performance metrics are below benchmark, but there are action plans for all 12. The Quality Meeting Report showed improvement in Chartis metrics. Craig moved, Forrest seconded approval on Quality Report Quarter 4. Motion Carried.

**QIPP Report:** Bobbie Nichols, the director, will be reporting the current reports. QIPP6 1<sup>st</sup> quarter (Sep-Nov) shows administrator and DON (Director of Nursing) changes. 5 star is now tracking the changes, and we have four 5-star facilities. There are 3 facilities who missed the RN (Registered Nurse) hours, so it will alter payment received from those homes. Bobbie introduced herself and her background as a nursing home administrator. Hooper talked about the loss of previous homes to West Wharton County Hospital District. Hamilton County Hospital District is looking into acquiring homes with Advanced, Cantex, and Gamble-Mechan. The board members had a long discussion over the QIPP program longevity and quality of future homes the hospital will acquire.

**Consider and act on resolution for Hamilton County Hospital District to acquire QIPP facilities:** Witzsche moved, Forrest seconded approval for Hamilton County Hospital District to acquire QIPP facilities. Motion carried.

**Administrator's Report:** Hooper presented his report. The hospital is moving forward on the construction documents for the specialty building with the new modifications as well as moving forward to the bid phase on the laundry building, domestic water storage project, and security door upgrade.. Sometime in May through June we will have new drawings by William Peeples for specialty building. The hospital is still talking to potential nursing home partners. The board and Hooper talked in length about in-house expenses and automatic billing.

**Adjourn:** Witzsche moved, Craig seconded at 11:20am that the meeting be adjourned. Motion carried.

  
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Neil Muxworthy, President  
Hamilton County Hospital District