

**Hamilton County Hospital District  
Board Meeting Minutes  
August 11, 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, Chief Administrative Officer; Tammy Schreiber, Chief Financial Officer; Chad Reinert, Director of Information Technology; Jordyn Powers, Recording Board Secretary; Stacie Brooks, Administrative Assistant; Bobbie Nichols, Director of QIPP; Kim Hinton, Hamilton-Herald News**

**Date and time: Friday, August 11, 2023, 10:00a.m., Hamilton General Hospital Board Room, 400 N Brown St, Hamilton, Texas 76531**

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

**Citizen comments:** There were none.

**Consider and act on minutes of June 28, 2023 regular called meeting and July 6, 2023 regular called meeting:** Witzsche moved, Forrest seconded approval of June 28, 2023 regular called meeting and July 6, 2023 regular called meeting. Motion carried.

**Consider and act on Financial Reports for June 2023:** MTD income was \$74K and YTD income was \$800K. Length of stay was 3.90 for June which was high. YTD average length of stay was 3.56 and below the Critical Access requirement of 4.00. Collection percentage for June was 36.33% and June YTD 33.6%. \$3.6M was collected with almost \$500K for EMS alone. Variances in salaries due to new merit increases. There is a \$23K increase in purchases due to EMS. Maintenance and repairs cost is high due to EMS vehicle repairs. Advertising has decreased since we switched to most job postings to Facebook and Google. Employee recognition was high in May from employee banquet expenses but for June it went back down to normal run rate. QIPP expense increased \$81K from the prior period due to up front payment to HSM instead of netting with earnings. Balance sheet- cash and other current assets total \$43 million with \$23 million in QIPP IGT prepaid. Cash and equivalents increased \$2.5 million compared to last year. EMS financials- Net loss of \$35K for the year. The collection rate increased to 34.52%. Witzsche moved, Forrest seconded approval on Financial Reports for June 2023. Motion carried.

**Other financial items:** Schreiber stated Scott & White Health Plan should be updating our contracted reimbursement rates, and Janice Lewis is working with them to fix and reprocess rates (around 30-60 days). We anticipate up to \$1 million in additional reimbursement if all claims are paid. For Covid reporting we are on tier 2, and we received \$250K. Novitas had several reviews

showing we were underpaid and should receive \$82K, but the cost report shows they overpaid \$82K, so the Net is \$0. The audit for FY 23 is scheduled for December 4<sup>th</sup> with Forvis.

**Review 2023 Effective Tax Rate Calculations:** Hooper reviewed the calculations. Jordyn Powers will be scheduling dates for meetings and hearings. The appraised value for the hospital has gone up.

**Consider and act on going out for bids on Specialty Clinic:** DeLaGarza stated we will have a longer bid period for this project due to the size. The bid release will be on August 21<sup>st</sup>. There will be a mandatory pre bid conference for September 19<sup>th</sup> with October 5<sup>th</sup> as the due date for all bids. Groundbreaking is estimated to start after the beginning of 2024. Collett moved, Forrest seconded approval on going out for bids on Specialty Clinic. Motion carried.

**QIPP Report:** Nichols stated we are at 91% performance collection rate for reporting on facilities in Quarter 3. September 1<sup>st</sup> the new QIPP year starts, QIPP 7. Missed metrics were reviewed, including Component 4 metrics on a missed infection control course that was not completed in time by all facilities due to miscommunication and turnover. We will proactively monitor future deadlines and work with the facilities to maximize funding. Reviewed 5-star report and quality metrics for each home. Witzsche moved, Craig Seconded approval on QIPP Report. Motion carried.

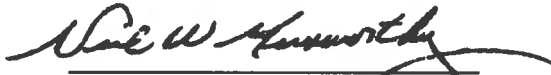
**Quality/Compliance Report Quarter 2:** Karasek reported that in complaints/grievance there were 2 inpatient and none in outpatient. We had no HIPPA violations. Emergency department return rates have gone down to 3.3%. We had 3 emergency room deaths. No restraint use was reported for quarter 2. In patient safety we are working on improving the fall rate (separated assisted falls because it was increasing our rate) so we have only had 3 inpatient falls. 32 inpatient surveys were returned with the two highest positive trends being doctor treats with courtesy, and nurses treat with courtesy. 401 outpatient surveys were returned with the two highest being likelihood of recommendation for care provider, and recommendation of facility. The negative trends are wait times, and information about delays. We did not get the 5-star rating for July due to not having enough data (does not mean we are not doing well) with 86 surveys returned and needing to have at least 100 returned. Collett moved, Witzsche approved Quality/Compliance Report Quarter 2. Motion carried.

**Consider and act on Nurse Staffing Plan from 2019-2023:** Martin said that during Covid plans were not brought to the board committee due to high need for ongoing changes in staffing. During this time the main staffing changes were the use of travel nurses. Most of the travel nurses were sent to us by the state. We also utilized flex-nurses where a nurse would pick up an extra shift. As of now we are back to regular staffing protocols. Craig moved, Forrest seconded approval on Nurse Staffing Plans from 2019-2023. Motion carried.

**Consider and act on updating Family Practice Associates Contract:** Hooper relayed we are updating the current contract, and the physicians are asking for 3% increase. The contract is currently still being drafted. Board member Karen Craig abstained from the vote. Collett moved, Witzsche seconded approval on updating the Family Practice Associates Contract. Motion carried.

**Administrator Report:** DeLaGarza said we have started to mobilize for the domestic water storage tank with total completion expected by November. The Security Door Upgrades are still going through coordination, and there are long lead times on certain pieces of equipment and door hardware items. Bounds Construction is working with mechanical engineers for Goldthwaite's specialty clinic building and making new suggestions on materials to reduce project costs. Hico Physical Therapy will be ready to see patients on Monday the 14th, and the new physical therapist is Riley Ripley. Hooper and DeLaGarza reviewed with the board about specialty services that will be in the new clinic at Hamilton, as well as the high volume of traffic on the highway where the building will be placed, and the additional considerations for safety and flow of traffic turning in and exiting the new building parking lot.

**Adjourn:** Witzsche moved, Forrest seconded at 11:38am that the meeting be adjourned. Motion carried.



Neil Muxworthy, President  
Hamilton County Hospital District