

**Hamilton County Hospital District
Special Called Board Meeting Minutes
October 25, 2023**

Presiding: Neil Muxworthy

Board members in attendance: Neil Muxworthy, Doug Forrest, Mike Collett

Board members absent: Robert Witzsche, Karen Craig

Others Present: Grady Hooper, Chief Executive Officer; Melissa DeLaGarza, Chief Operating Officer; Debbie Martin, Chief Nursing Officer; Tammy Schreiber, Chief Financial Officer; Tracey Karasek, Chief Administrative Officer; Patrick Cobb, Director of Emergency Medical Services; Bobbie Nichols, QIPP Director; Jordyn Powers, Recording Board Secretary; Stacie Brooks, Administrative Assistant

Date and time: Wednesday, October 25, 2023, 10:00a.m., Hamilton General Hospital Board Room, 400 N Brown St, Hamilton, Texas 76531

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

Consider and act on minutes of September 13, 2023 regular called meeting, October 2, 2023 special called meeting, October 9, 2023 special called meeting, and October 18, 2023 special called meeting: Forrest moved, Collett seconded approval on September 13, 2023 regular called meeting, October 2, 2023 special called meeting, October 9, 2023 special called meeting, and October 18, 2023 special called meeting. Motion carried.

Consider and act on Financials Reports for August and September 2023: Schreiber gave the financial reports for August and September. August had a loss of \$1,000. September had \$3.4 million net income. YTD net income is \$4 million. Average days in AR was 37.39. Our collection rate for August was 36 %, and September collection rate was 34%. An additional \$500K in reserves for the cost report payable was set up in the month of September. QIPP revenue was at \$6.7 million for September. This included true ups for actual metrics compared to estimates and lapse funds received throughout the year. QIPP year 7 started in September, and with the addition of new homes we are accruing \$679K a month for component 2-4. Schreiber reviewed the Expenses and there were several reclasses from expense to accrued liabilities. The largest reclass was the employee retro match for the retirement plan. Marketing is working hard to get the costs down for advertising. The last of the Covid money was reclassified from liability to revenue in the amount of \$280K. Our balance sheet showed cash at \$23.3 million, and \$24.2 million in other current assets. \$44K was reclassified to the building expense for the new nurses' call station. Collett moved, Forrest seconded approval on Financial Reports for August and September 2023. Motion carried.

Other financial items: Schreiber stated our ExtraCo loan for our bids that had been previously approved is asking for the latest information on our current and updated project bids.

Consider and act on closing the donation bank account: Schreiber said there is \$82K in donations in its own account. In December of 2012 Fern Boase donated money to help fund cardiac and pulmonary programs, which are restricted funds. Schreiber is asking to close the

bank account and use the funds to replace the old equipment for the CHF Clinic and get equipment sent to Hico Physical Therapy and Fitness Center. Forrest moved, Collett seconded approval on closing the donation bank account and using the funds as described. Motion carried.

Consider and act on annual charity policy: Schreiber stated that a new law states that our charity policy must be approved by the board annually. This policy covers areas from charity to financial assistance, but currently does not cover Lampasas. We would like to adopt the addition of Lampasas to our charity policy. Collett moved, Forrest seconded approval on annual charity policy with the addition of adopting Lampasas. Motion carried.

Consider and act on resolution for affirming the self-insurance plan for September 30, 2023 to September 30, 2024: Forrest moved, Collett seconded approval on affirming the self-insurance plan for September 30, 2023 to September 30, 2024. Motion carried.

QIPP Report: Nichols stated there are no new funds to report. There have been administrator changes for multiple homes. The state is showing trends in giving out IJ's (immediate jeopardy), so we show candidates highlighted for special focus facilities. QIPP 8 shows that more money will be added to the program and will increase to \$1.75 billion. Any facilities we want to enroll in QIPP 8 will need to be added before January 1, 2024. Homes with a 1-star rating (Overall and Staffing) still have 5-star quality measure ratings. The 1-star rating will be held for 2 years on the homes. Collett moved, Forrest seconded approval on QIPP Report. Motion carried.

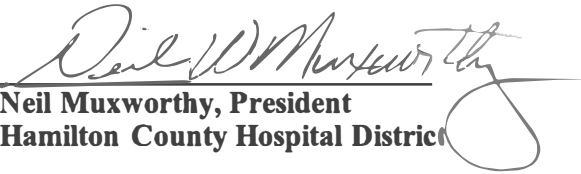
Quality/Compliance Report Quarter 4: Karasek stated she will be reporting on Quarter 3 metrics, not Quarter 4 metrics. We had 12 complaints for the quarter, 3 were grievances and all under outpatient. In medical records the discharge summaries were not completed. The Emergency Room had a 2.7% return rate within 72 hours. There were 3 falls in this quarter. We had a record of no falls for 84 days. HCAHPS had 49 surveys returned. The top 2 positive trends were doctors treat with courtesy and nurses listen carefully. The top 2 negative trends were staff describing medicine effects and managing health. The hospital met the stretch goal of 82% for the bonus incentive program. Inpatient comments showed no trends. Karasek reviewed the performance metrics that are below benchmark. We are trying to increase the survey return rate for inpatients, we have included signs and information in patient areas (this affects our 5-star rating). Collett moved, Forrest seconded approval on the Quality/Compliance Report Quarter 3. Motion carried.

Review and approve draft contract for Pharmacy: Forrest moved, Collett seconded approval to have a draft contract prepared for McMahan Pharmacy.

Consider and act on parking lot repairs: Hooper reviewed the attached image with highlighted repair areas. Coalson Excavation gave a \$49.5K bid for parking lot repairs. We are also having the main hospital parking lot resealed and re-lined along with the parking lot in the back by the EMS bay and Wound Care building. Collett moved, Forrest seconded approval on parking lot repairs.

Administrator Report: Hooper relayed that we are waiting on lights for the new parking lot on Brown St, but the paving is completed. The lot behind the Specialty Services building has been paved. We will be needing to approve the employee gifts and bonuses given out in December.

Adjourn: Forrest moved, Collett seconded at 11:06am that the meeting be adjourned. Motion carried.


Neil Muxworthy, President
Hamilton County Hospital District