

HASKELL MEMORIAL HOSPITAL BOARD MEETING MINUTES  
AUGUST 31, 2021

The Haskell Memorial Hospital Board held its regularly scheduled meeting on August 31, 2021, at 6:00PM in the Haskell Hospital Education Building as per the Open Meetings Act.

In attendance were Robbie Peiser, President; Tom Long, Vice-President; Jan Gannaway, Secretary; Jerry Cannon, Member; Reida Penman, Member; Amy Martin, Member; Michelle Stevens, CEO; Mary Belle Olson, COO; Elizabeth Miller, CFO (zoom); Tammy Mason, CNO; Meghan Shelton ACNO; Crystal Molina, Controller; Carla Long, Executive Assistant; Jordan Earle, FNP-C; and Robert Spurck, Attorney (zoom - executive session only).

Absent: Pam Snow, HIM Coordinator; and Sydney Saucedo, Clinic Manager, Dusty Garison, Stamford Star Reporter.

1. President Robbie Peiser called the meeting to order at 06:10 PM. CEO Michelle Stevens introduced Jordan Earle, newly hired Nurse Practitioner for the Haskell Hospital Clinic.
2. Minutes of July 27, 2021, regular board meeting approved as written.
3. Minutes of August 23, 2021, special called board meeting approved as written.
4. No Public Comment.
5. Crystal Molina reviewed the Census report. She stated that the numbers are not completely accurate related to the change in EMR system from Athena to Cerner, but they are starting to level out.
6. Controller reviewed financial Report including employee census and AP check register. Crystal stated reports from Cerner to Multi-View started coming in today and the system is running smoother than in previous months. Jan Gannaway moved to approve the financial report as presented. Jerry Cannon seconded the motion, and the motion carried. Jerry Cannon moved to approve the check register as presented. Jan Gannaway seconded the motion. The motion passed.
7. Old Business:
  - A. MRI project costs and financing options were tabled until next meeting to give all local banks time to send in proposals for consideration.
8. New Business:
  - A. Approve Policies and Procedures:
    - a. Attendance Management Policy was tabled until next meeting.
    - b. Drug Screening Policy changes were reviewed by CEO and COO. Tom Long moved to accept the new Drug Screening Policy as presented, and Jerry Cannon seconded the motion. Motion carried.
    - c. Capitalization Policy was reviewed by CFO and Reida Penman moved to approve new Capitalization Policy as presented. Tom Long seconded the motion and motion passed.
    - d. COVID Protocol Policy updates for hospital and clinic reviewed by COO with approval next meeting to give time to get both Clinics and Hospital Policies completed and consistent with each other.
    - e. General Orientation and Annual Re-Training Policy was reviewed by Amy Martin moved to approve policy as presented and Jan Gannaway seconded the motion. Motion passed.
  - B. Throckmorton EMS Contract was reviewed by the CEO. Jan Gannaway moved to approve the contract as presented, and Jerry Cannon seconded the motion. Motion passed.
  - C. Organizational Chart effective 9/1/21 was reviewed by CEO. Jerry Cannon moved to approve the new Organization Chart, and Reida Penman seconded the motion. Motion passed.
  - D. Banking Resolution was reviewed by the Controller and CFO. Pam Snow is being removed. Tom Long moved to approve the Banking Resolution as presented, and Jan Gannaway seconded the motion. Motion carried.

- E. Discovery COVID Reporting Proposal was reviewed by CFO. Tom Long moved to approve the Discovery COVID Reporting Proposal, and Jerry Cannon seconded the motion. The motion passed with one abstaining vote.
  - F. CFO reviewed the Property Tax Comparison. After discussion Board decided to keep the existing tax rate. Tom Long made the motion to approve the Property Tax Comparison and tax rate as is, with no changes and no public hearing. Reida seconded the motion, and the motion passed.
  - G. New Medical Staff Credentials were approved.
9. COO Report:
- A. COO gave update on Haskell County Foundation Bunco Event. She stated approximately 130 people attended and multiple people have suggested we make this an annual event. Fund raiser netted \$2,600. Next Foundation Meeting to be in October and more decisions on how to use these funds will be decided at that time.
  - B. Monoclonal Antibody Treatment for COVID-19 was presented by CNO. She stated this treatment is showing improvement in COVID positive patients, and facilities that qualify get government reimbursement for each treatment given. Board asked that this be investigated further.
  - C. Department Updates from Managers
    - a. CNO stated after multiple conversations with Cerner about issues, they are coming back to do an 'elbow to elbow' training with the nurses in Mid-September at no charge. Robbie Peiser stated they seem willing to work with us now to get the system functioning the way we need it to. CEO stated we may need to purchase additional add-ons. Tom Long stated he would prefer to purchase the Critical Access Package outright rather than piece things together and still end up having to go with another system. CNO to talk with staff in Rankin about their Cerner System.
    - b. COO and CFO reviewed the Chronic Care Management Company Options:
      - CrossTX – works with Cerner well and would be easiest to install and use.
      - ChartSpan – has different set up and different cost structure.
 Both Companies will review their programs and present their proposals at next meeting.
    - c. HMH Clinic Conversion to RHC update was given by COO. She stated we have the list of things we need in place prior to survey for designation as an RHC. This would increase our reimbursement rate significantly per visit. We are tentatively scheduling a mock survey for October and hope to have the real survey done by December.
10. Administrator's Report:
- A. CEO gave an update on PT construction report. She stated the proposed cost has dropped from over \$1,000,000 down to \$991,000. Final construction approval slated for the next meeting.

President Robbie Peiser adjourned regular meeting, at 8:30PM and called Executive Session to order at 8:36PM. Meeting adjourned by President Robbie Peiser at 8:56PM.

<i>Carla Long</i>	<i>9-28-21</i>
Notes taken/typed by	Date
<i>Jan Gannaway</i>	<i>9-28-21</i>
Board Secretary	Date
<i>Robbie Peiser</i>	<i>9-28-21</i>
Board President	Date
<i>Michelle Stenz</i>	<i>9-28-21</i>
CEO	Date