HASKELL COUNTY HOSPITAL BOARD MEETING MINUTES
JANUARY 25, 2022

Haskell County Hospital District Board held its regularly scheduled monthly meeting on January 25, 2022, at 6:00PM in the Haskell Hospital Education Building, 2 North Avenue N, Haskell, Texas, per the Open Meetings Act. In attendance: Robbie Peiser, President; Tom Long, Vice-President; Jan Gannaway, Secretary; Reida Penman, Member; Jerry Cannon, Member; Michelle Stevens, CEO; Mary Belle Olson, COO; Elizabeth Miller (Zoom), CFO; Robert Spurck (Executive Session - Zoom), Hospital Attorney; Carla Long, RN, Patient Relations Coordinator; Dusty Garison, Haskell/Stamford Star Reporter; Crystal Molina, Controller; Amy Martin, Member; Medora Mitchell, RN, QA Coordinator; Kris Mitchell, Business Office Supervisor; Kim Strebeck, RN, Compliance Nurse; Tammy Mason, RN, CNO; Meghan Shelton, RN, ACNO; Jeanne Cason, FNP; Brannde Estrada, COVID/ Nursing Unit PTA; Louis Enriquez, Environmental Services Manager; and Dana Myers, RN, Charge Nurse. Absent: None.

President Robbie Peiser called the meeting to order at 6:04 PM.- Quorum certified as present

1. Minutes:
   Minutes of the January 17, 2022, called board meeting were reviewed and approved with corrections made to list of attendees present as requested by Jan Gannaway, Board Secretary.
2. Public Comment:
   A. Dusty Garison, Haskell/Stamford Star Reporter, reported on the Broadband Community Survey underway in Haskell County and its potential to help this rural area receive funding for improvements in our internet service for residential, commercial, agricultural, public safety, and healthcare services in this county. He encourages everyone to participate in the survey based on their individual uses and needs, and to inform others of this opportunity to help our rural communities.

   B. Louis Enriquez, Environmental Services Manager, presented a report on the current condition of the Hospital's sewer and water lines. He stated the sewer lines are cast iron, rusted, and in need of total replacement. He also noted there is a collapsed sewer line near the RHC currently causing sewer issues to affect half of the hospital and causing sewer back up into the basement. The local plumbers report anyone trying to repair these lines are putting themselves in danger, due to the old construction and size and location of the access areas to reach these repairs.

   Louis pointed out that the water lines are copper and rusted causing clean water access issues throughout the Hospital. To make repairs the water must be shut off at the main water line which then affects the entire facility. There is a bathroom by Physical Therapy that cannot be used due to this issue and the Men's room in the lobby only has hot water because they cannot locate the correct one to fix. Dana Myers, RN Charge Nurse stated the hallway from the dining room down to the Floor Nurse's Station has a horrible sewer smell and the water in the ER medication room, ER isolation room, and one of the patient rooms is rusty and dirty when they try to use it. Jeanne Cason, FNP, stated they have little to no water pressure in the walk-in-clinic.

   C. Dana Myers, RN Charge Nurse, expressed COVID had beaten the employees down, but that they stepped up to the challenge and gave their best, functioning as an ICU Unit without the equipment, supplies, or technology to truly do the job well. The employees pulled together, and multi-disciplinary teamwork became essential. Everyone working together made a difference. She stated we have great staff who care and want to do things right, but we need the space and the facility to handle things like COVID because we are not able to get patients who need a higher level of care transferred out. Just this past week she had a patient with a heart attack who needed to be in a bigger facility with more resources and we never got them transferred out because the larger hospitals are as overwhelmed as the small rural hospitals. With COVID, and caring for sicker patients overall, we must provide all types of care for patients here. She stated she has never seen so many critically ill people needing to be transferred and cannot because there are no open beds. There is a safety concern with the lack of visualization and emergency access/exits in the current ER. We have great potential to make a real difference here, but we need the resources and facilities to do it right. She thanked the Board for their support and hard work on behalf of the hospital, the staff, and community.

D. Brannde Estrada, COVID/Nursing Floor PTA, informed the board that as the only full-time physical therapy staff member helping COVID patients and patients on the nursing floor, that she does not have the space or facilities to do her job the way she needs to do it. She has a bariatric patient who requires a bariatric bed, wheelchair, and chair in his room which leaves no space for therapy. She must take the patient out in the hall to do his treatments which makes it hard to protect his privacy.

She also stated a patient was admitted from the ER who desperately needed a shower for infection control and to prevent skin breakdown, but the only room available had a sink and commode only. She had to sponge bathe this patient who had fallen at home and laid in their urine and bowel movements over night until someone found them the next morning. She expressed that she was responsible for doing Activities of Daily Life training for patients showing them how take a shower and conserve energy and take care of themselves with the limitations they have, and she needs facilities and space to accommodate this. We need positive pressure rooms to keep illnesses like COVID from spreading through the ventilation system to other patients. We need more electrical and oxygen outlets in the patient rooms and the outpatient services areas. COVID is going to be with us, and we need to be ready to take care of all types of patients with all types of needs, to be prepared for everything.

Branndee thanked the board for their leadership and attentiveness to the needs of the staff. She stated she had been a patient with severe COVID in our hospital, that she would have given up and died if it had not been for the nurses and staff who kept her going during that difficult time. We pray over our patients, anoint the doorways with oil, sing praise songs in the halls, and work to encourage each patient and family member. We have quality staff who are invested and really care, we just need the facilities to take care of our patients the way they need to be taken care of, and we cannot wait nine months. We need these resources now. We would like to suggest making some of the patient rooms private pay rooms and hospice rooms for those who would be willing to pay for quality private care, to increase our income from those rooms. We want to be good stewards of our resources. We have critical needs that need to be addressed now.

E. Jeanne Cason, Family Nurse Practitioner, reported that she is consistently seeing much more acutely ill patients in the clinic, ER, and on the floor than ever before. The health needs in this area are great and growing. Haskell is a critical provider of healthcare for this region. This area needs this hospital. The current facility would be good repurposed to meet other needs, but it is no longer adequate to house the growing hub of health care we need to be for this region. We need a new facility that will work and flow now and will grow and expand with us in the future. She stated she knows people who come here from Abilene because they want the level of loving quality care we provide. We want that number to increase, but there is no room here to grow. We will not attract quality doctors here until we buy land, have a plan in place to build a facility that will support growth, and can function as the needed hub for medical care in the region.

3. Census:
Crystal Molina, Controller presented the census data for review. Inpatient days were down for the year and the month. Observations were up, and Swing Beds increased in November compared to November last year. Clinic visits increased in both clinics in December.
4. Financial Report: Crystal Molina presented the financials report for review. She noted that days in AR had increased due to the switch and clean up from Athena to Cerner systems. Collections were also up. TRC is helping a great deal with getting things cleaned up and caught up. Gross revenue was up for the year due to increases in PT, Lab, Clinic Visits, and ER visits. Salaries increased due to COVID pay. Elizabeth Miller, CFO, reviewed the Employee Census that did not have any significant changes from the previous month's census. Jan Gannaway moved to accept the financials report as presented. Tom Long seconded the motion, and the motion carried.
5. New Business:

A. Medora Mitchell, RN presented the 4th Quarter 2021 Quality Assurance report for the fourth quarter of 2021. Jerry Cannon moved to accept the QA report as presented. Amy Martin seconded the motion and the motion carried.

B. Kim Strebeck, RN presented the 4th Quarter 2021 Antibiotic Stewardship report. Tom Long moved to accept the Antibiotic Stewardship Report as presented. Jerry Cannon seconded. Motion carried.

C. Tammy Mason, CNO, presented the Nurse Staffing Report for April-Dec 2021. Jan Gannaway moved to accept the Nurse Staffing Report as presented. Amy Martin seconded that motion, and the motion carried.

D. No Policies or Procedures to Approve.

E. Approval of addition of all signers to the Insurance Bank Account per banking resolution. Crystal Molina explained that the Bank did not add all the signers listed for the Insurance Bank Account when it was originally set up, so we need approval to add all signers to that account. Reida Penman moved to approve the addition of all signers per the standard banking resolution to the Insurance Bank Account per Banking Resolution. Amy Martin seconded that motion, and the motion carried.

F. Medical Staff Credentials were reviewed for Dr. Byron Conner, MD; Dr. Scott Carpenter, DO; and Dr. Rodney Sholty, MD. Tom Long made a motion to approve the Medical Staff Credentials as presented. Jerry Cannon seconded the motion, and the motion passed.

6. COO Update:

A. Departmental Updates:

a. Chronic Care Management Coordinator Medora Mitchell, RN, gave a report on the new Chronic Care Program to help patients with chronic health problems manage their care, doctor visits, and healthcare resources. This program also increases the revenue from each clinic visit. Currently there are 8 total patients in this program with 2 of those patients having complex chronic health problems, and three patients with BHI. This manager has been asked to speak and explain the program to multiple organizations in town to increase awareness.

b. RHC update was provided by Sydney Saucedo, Clinics Manager. Surveyor came last Friday, and the clinic passed their survey.

c. Physical Therapy financials and Construction Update Report was presented by Mary Belle Olson, COO and Elizabeth Miller CFO. Physical Therapy visit numbers remaining consistently high. 353 Patient Visits in December which was typical for the last year for this department. CFO also mentioned that the Lab and Swing Bed departments all having high visit volumes and in need of more space but are land locked currently.

B. Hospital Foundation Board Update was provided by Jerry Cannon, President of the Hospital Foundation Board. He reviewed the Bunco fundraiser held to support scholarships being offered to County Area students looking to pursue health care careers after high school. He mentioned the Bundt Cake Valentine's Day Fundraiser currently under way and accepting orders through February 4th, with cakes to be picked up February 11th, and the goal of building an Assisted Living Facility in Haskell to meet the need in this area. He discussed that the Board was investigating grants, USDA Loans, and feasibility studies needed to achieve this goal.

7. CEO Update:

A. MRI Update:

CEO presented the update on the current MRI project. Timeline for completion of construction and start of MRI use has been pushed back to the end of February 2022.

B. Strategic Planning Committee Update:

CEO presented an update on the Strategic Planning Committee and their work on long term goal planning for the Hospital. She pointed out that Robbie Peiser, Jerry Cannon, and Amy Martin are the three board members on this committee.

C. COVID Vaccine Mandate Update:

CEO informed the board that the government had now reinstituted the vaccine mandate and that all employees except for 5 have all been vaccinated or had approved documentation of reasons why not vaccinated.

D. Updated Organizational Chart copy given to board members effective 10/1/21.

8. Executive Session – Regular session adjourned, and Executive Session called to order at 7:54PM by Robbie Peiser, Board President. No new action taken, and Executive Session adjourned at 8:52 PM.

Carla Long RN, Patient Relations Coordinator 2/22/22

Notes taken/typed by Date

Robbie Peiser 2-2-22

Board Secretary Date

Robbie Peiser 2-22-22

Board President Date

CEO 2-22-22

Date